

Directors:
Emily McMurtrey, President
Steven Brandenburg
Larry Brandt
Ryan Heiland
Ed Martens
Bill Szmyd
James Walker



Little Thompson Water District

District Manager:
Amber Kauffman, PE
835 E Highway 56
Berthoud, CO 80513

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**Regular Board Meeting Agenda
February 16, 2023 - 5:00 P.M.**

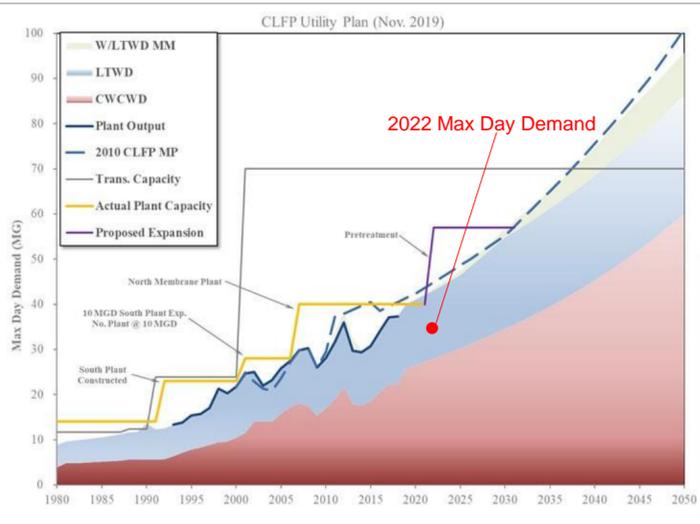
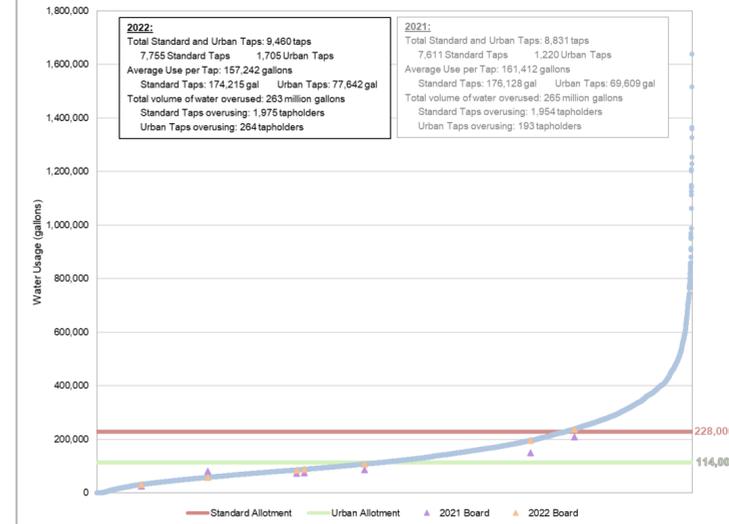
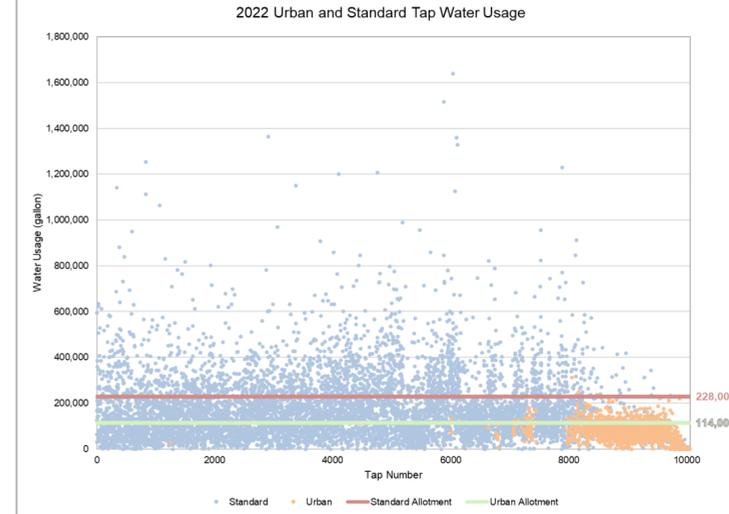
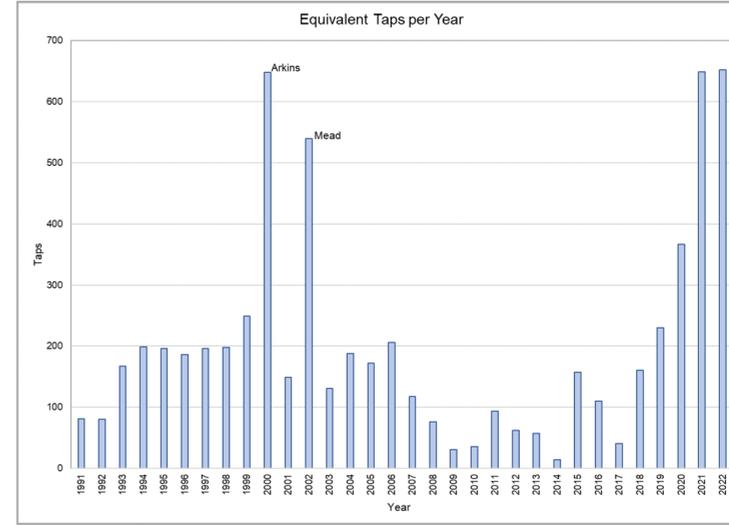
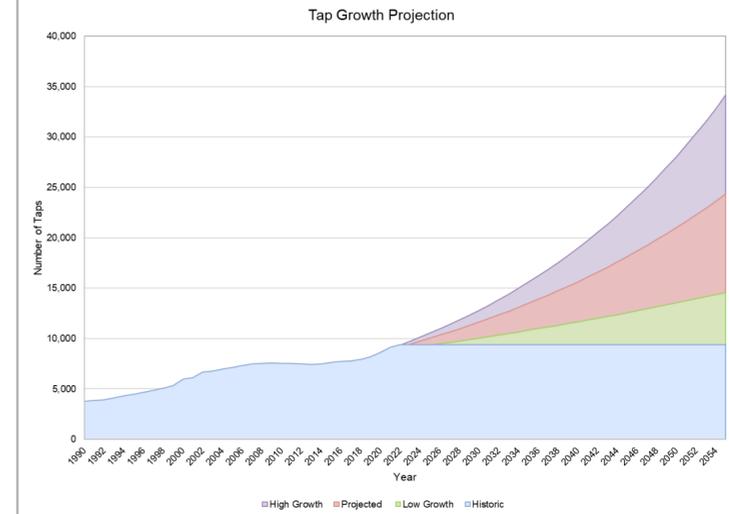
1. Call to Order - *Pledge of Allegiance*
2. Roll Call:
3. Agenda Review:
4. Public Comment on Non-Agenda Items:
5. Consent Items:
 - 5.1. Minutes of the January 19, 2023, Regular Board Meeting Page 4
 - 5.2. Tap List 685 Page 19
 - 5.3. January 2023 Disbursements Report Page 21
 - 5.4. January 2023 Financial Report Page 26
6. Discussion Items:
 - 6.1. Rate Study Recommendations and Presentation Page 32
 - 6.2. Census Evaluation, “Know your customer” Page 37
 - 6.3. Carter Lake Filter Plant Page 41
 - 6.4. St. Vrain Water Authority Page 43
 - 6.5. Windy Gap Firing Project Page 44
7. Staff Reports:
 - 7.1. District Manager’s Report Page 47
 - 7.2. Business Manager’s Report Page 49
 - 7.3. District Engineer’s Report Page 50
 - 7.4. Water Resources Manager’s Report Page 54
 - 7.5. Operations Manager’s Report and Water Quality Update Page 58
8. Director Reports:
9. Adjournment.

“Serving our customers with safe, reliable and good tasting water at a fair price”



2022 Strategic Goals for next 3 to 5 Years:

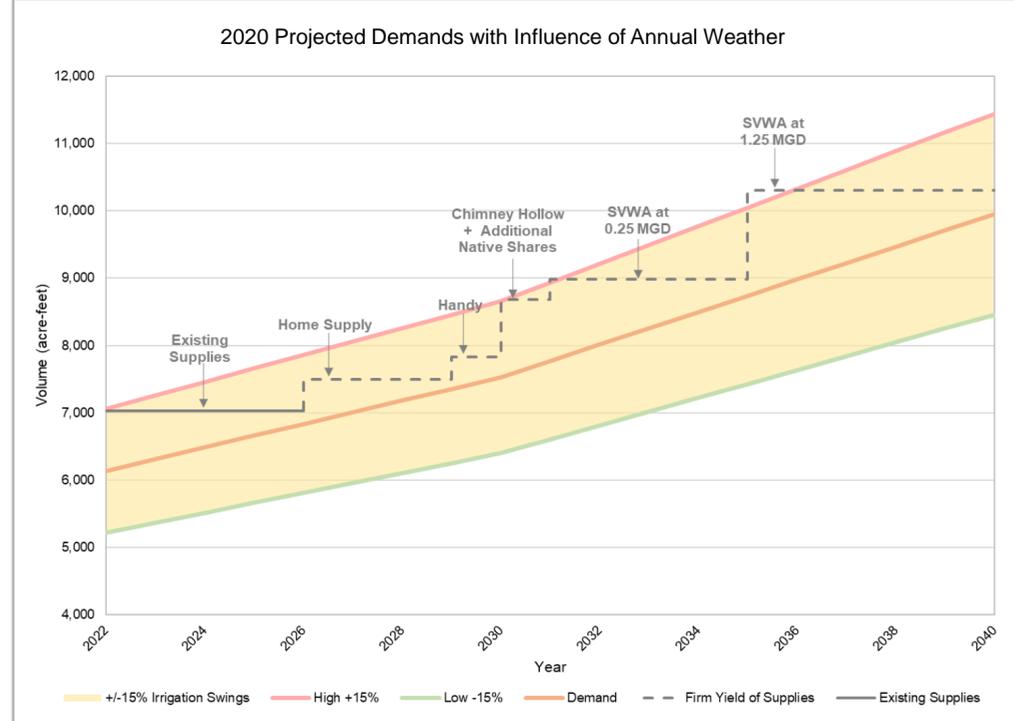
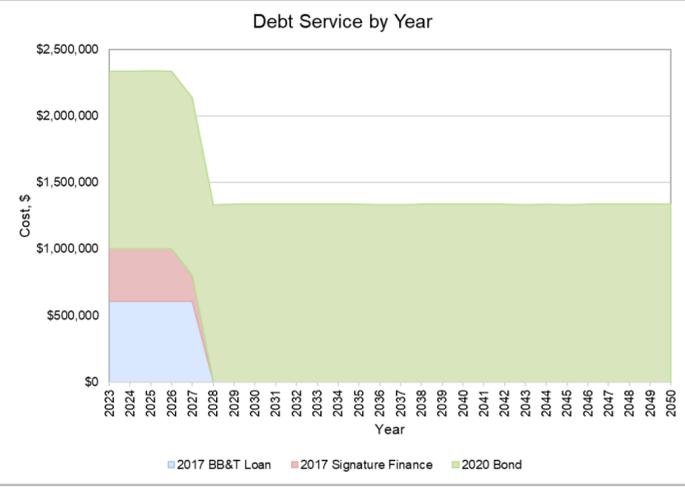
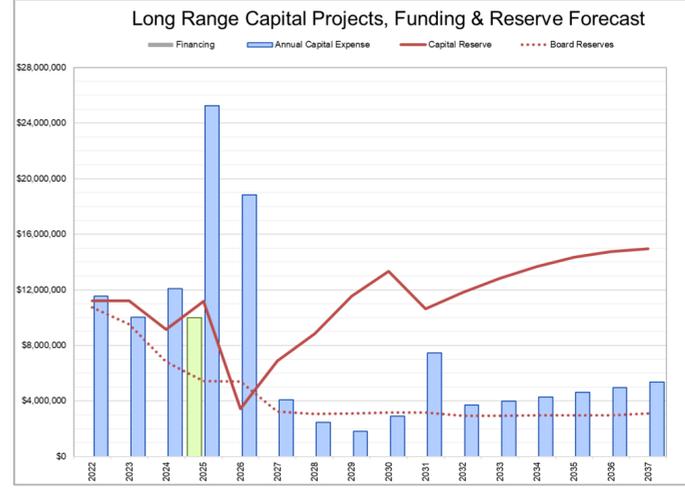
1. In three years have a plan for growth of staff and the necessary office space for those staff. Also consider whether the District will have its own water treatment plant at the same location and determine what that location will be.
2. Have native waters used in the system. This includes the easement acquisition, infrastructure construction, and substitute water supply plan approved for Consolidated Home Supply shares.
3. Plan, document, and begin implementation for use of our wholly consumable waters at SVWA.
4. Evaluate, discuss, and recommend other waters suitable for dedication or purchase, treatment, and delivery. (Other waters do not include ones currently accepted such as Consolidated Home Supply, Handy Ditch, or C-BT.)



Capital Projects & Equipment - District 2023 Budget	
Capital Projects Funded by Bonding	
Northeast Transmission Line	\$ 1,300,000
Loveland/Campion Conversion Project 1	\$ 1,515,311
Capital Projects Not Funded by Bonding	
54 Bridge-Waterline Relocation	\$ 862,300
Telemetry Improvements	\$ 200,000
County Rd Improvements	\$ 200,000
Small Line Improvements	\$ 75,000
Service Connection Expense	\$ 157,200
Office Furniture & Equip (includes software)	\$ 12,500
Vehicle & Misc. Equipment	\$ 105,800
Dry Creek Feasibility for Floating Photovoltaic	\$ 35,000
LCR 8 & 21 Waterline Modifications	\$ 300,000
Botterill - LTWD System Modifications	\$ 100,000
3rd & Welker Waterline Replacement	\$ 1,320,000
Twin Mounds Passive Mixing System	\$ 227,000
Buckhorn Tank Mixing System Study	\$ 40,000
Water Resources Expenses	
Water Rights Purchase - Offset *	\$ 800,000
Handy/Home Supply, Raw Water Infrastructure	\$ 1,000,000
Water Rights Adjudication	\$ 800,000
2nd Use Capital	\$ 120,000
Total Capital Expenses - District	\$ 9,170,111

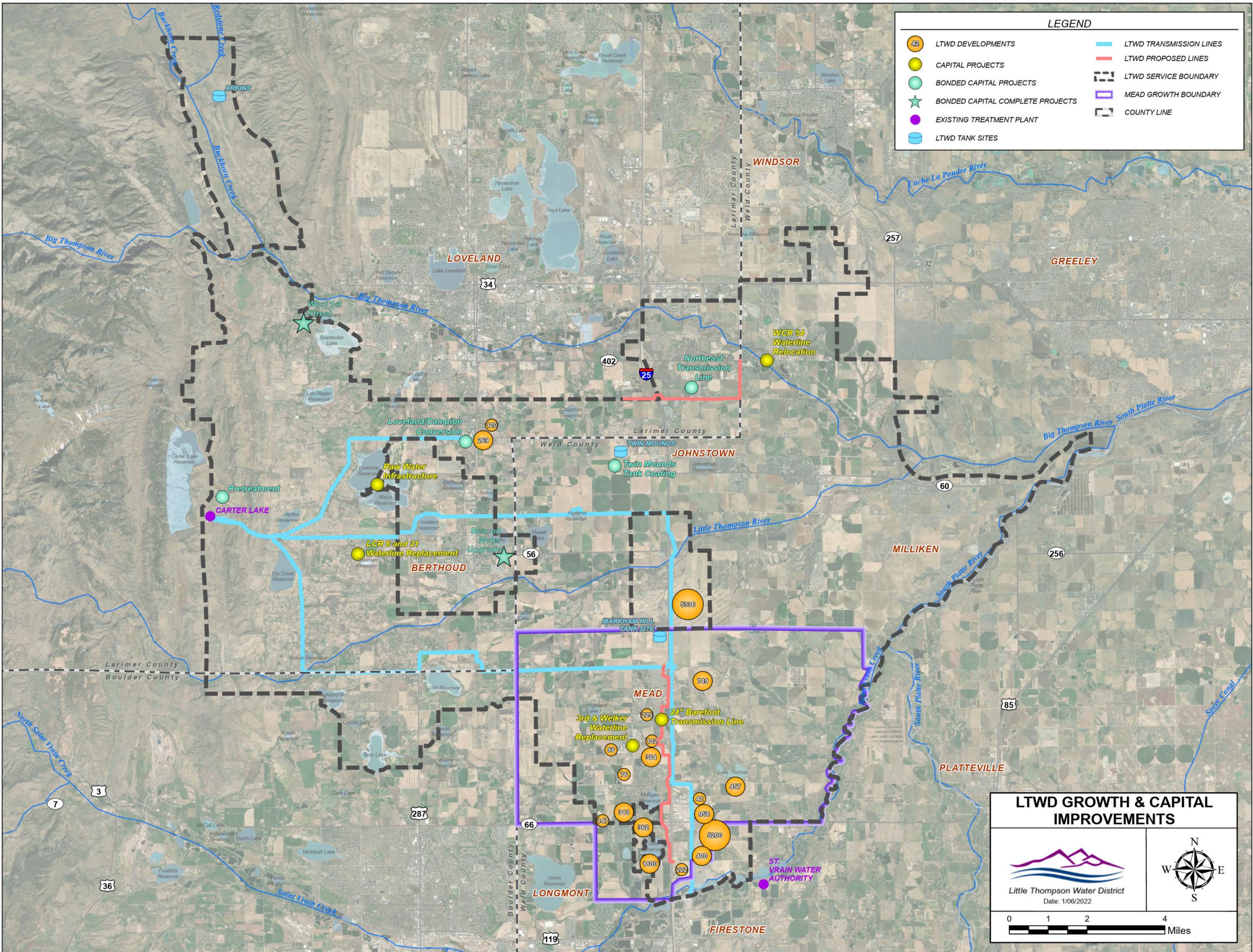
Capital Projects & Equipment - Joint 2023 Budget	
Dry Creek Joint Cost	\$ 150,000
Pretreatment Carter Lake Filter Plant- Bond	\$ 415,625
Garage for Equipment/Tractors	\$ 235,000
Road Improvements	\$ 50,000
Total Capital Expenses - Joint	\$ 850,625

Long Term Future Capital Projects	
Campion Line Replacement Program	
Alps Line Replacement/Upgrade	
Markum Hill Storage Tank	
West I-25 Transmission Line	
Raw Water Infrastructure	
Additional Treatment Capacity	



Little Thompson Water District 2022 Water Rights Inventory			
CBT/Windy Gap			
Source	Quantity	Firm Yield Per unit (AF)	Total Firm Yield (AF)
C-BT Class C Fixed Quota Units	5274	0.7	3,691.8
C-BT Class C Variable Quota Units	6437	0.5	3,218.5
C-BT Class D Griep Farm Units	100	0.5	50.0
Windy Gap Units Firmed by 3K AF Dry Creek Reservoir storage	19	40.0	760.0
Windy Gap Units Firmed Assuming Chimney Hollow Reservoir is Online	12	0.0	0.0
Windy Gap Units Firmed Assuming Chimney Hollow Reservoir is Online and 3K AF Firmed storage in Dry Creek Reservoir	7	0.0	0.0
			7,720.3
Native Water Rights			
Source	Quantity	Firm Yield Per Share (AF)	Total Firm Yield (AF)
Big Thompson Ditch and Mfg	0.33	70.6	23.3
Consolidated Home Supply Ditch Company	88.75	3.5	310.6
Handy Ditch Company	57.7	2.5	144.3
			454.9

UPDATED 1/19/2023



LEGEND	
	LTWD DEVELOPMENTS
	CAPITAL PROJECTS
	BONDED CAPITAL PROJECTS
	BONDED CAPITAL COMPLETE PROJECTS
	EXISTING TREATMENT PLANT
	LTWD TANK SITES
	LTWD TRANSMISSION LINES
	LTWD PROPOSED LINES
	LTWD SERVICE BOUNDARY
	MEAD GROWTH BOUNDARY
	COUNTY LINE

LTWD GROWTH & CAPITAL IMPROVEMENTS



Little Thompson Water District
Date: 1/06/2022





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Agenda Item Summary

Little Thompson Water District

Date: February 16, 2023

Item: 5.1

Staff: Amber Kauffman, District Manager

Subject: Minutes of the January 19, 2023, Regular Board Meeting.

Staff Recommendation: Staff recommends approval.

Discussion:

This document is a draft copy of the:

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF LITTLE THOMPSON WATER DISTRICT**

The Board of Directors of Little Thompson Water District (LTWD) met in regular session on Thursday, January 19, 2023. Attendance was as follows:

Board of Directors:

Emily McMurtrey, President, Present
Steven Brandenburg, Present
Larry Brandt, Present
Ryan Heiland, Present
Ed Martens, Present
Bill Szmyd, Present
James J. Walker, Present

Staff in Attendance:

Amber Kauffman, District Manager
Angela Diekhoff, Business Manager
Brad E. Eaton, District Engineer
Nancy Koch, Water Resources Manager
Ken Lambrecht, Operations Manager
Amanda Hoff, Water Resources
Administrator
Judy O'Malley, Recording Secretary

Other Attendees:

Ken Fast, Customer
Stanley Pond, Customer

CALL TO ORDER

Board President Emily McMurtrey called the meeting to order at 4:00 p.m. followed by the recitation of the *Pledge of Allegiance*.

ROLL CALL

Roll call was taken. All Directors were present.

AGENDA REVIEW

There were no changes to the agenda.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

President Emily McMurtrey opened the Public Comments period. There were no public comments, and the Public Comments period was closed.

CONSENT AGENDA

It was moved by Director Bill Szmyd, seconded by Director Ryan Heiland, to approve the Consent Agenda, with a correction to the Operations Manager's Report and Water Quality Update portion of the Minutes from "*work odors*" to "*work orders*", and update the wording on the first page of the December 2022 Disbursements from "*for for a Main Line Extension*" to "*for a Main Line Extension*", including:

- Minutes of the December 15, 2022, Regular Board Meeting,
- Tap List 684,
- December 2022 Disbursements in the amount \$1,057,510.05:
 - ❖ Operating Account: \$767,899.06:
 - ACH Manual Check Numbers 4213 to 4294 – \$486,019.52,
 - Check Numbers 11041 to 11113 – \$281,879.54,

- ❖ **Payroll Account: (Two Bi-weekly payroll periods in December) for \$289,610.99:**
 - **ACH Transmittal Vouchers O-2259 to O-2270 – \$148,399.34,**
 - **ACH Direct Deposit Numbers N-12207 to N-12286 – \$141,211.65,**

- **December 2022 Financial Report.**

Motion carried unanimously.

DISCUSSION ITEMS

Stan Pond Variance Request:

District Engineer Brad Eaton presented the following information to the Board:

- Stanley Pond owns a property located at 2501 South Larimer County Road (LCR) 21, Berthoud, CO, that is to be subdivided through the Conservation Development process.
 - ❖ The subject property is to be subdivided into eight residential lots, in addition to the existing lot currently served by a 5/8-inch standard residential tap for a total of nine residential lots.
- Staff issued a commitment letter outlining provisions for water service for Mr. Pond's proposed development and request for nine 5/8-inch standard residential taps.
 - ❖ In Mr. Pond's request, it was proposed that the nine standard residential taps have their respective raw water dedication requirements reduced by 50 percent.
 - ❖ This equates to a raw water dedication of 0.35 acre feet (ac-ft).
 - ❖ Mr. Pond's proposal is based on his plan to provide a non-potable irrigation system to serve the proposed nine lot development.
 - ❖ The proposed reduction in raw water dedication changes the classification of each tap to a 5/8-inch Urban (Conservation) tap.
- The District's Rules and Regulations 302.1 2 state Urban tap service to a parcel have an annual allocation of 114,000 gallons per year for residential use.
 - ❖ Water use surcharges are incurred after the allocation is exceeded per Schedule B in Section 15 of the Rules and Regulations.
 - ❖ Urban taps are limited to lots 9,000 square feet in size or smaller, and outdoor use is limited to approximately 2,500 square feet of turf.
 - ❖ No accessory dwelling shall be allowed with an urban tap.
- Mr. Pond's variance request is based on the fact that the requested taps will serve lots larger than 9,000 square feet.
- Staff Recommendation with Conditions for Approval:
 - ❖ The basis for recommending approval of this request is successful installation, operation and maintenance of a non-potable irrigation system serving the outside watering needs of the proposed nine lot development.
 - ❖ Mr. Pond must agree to general conformance to the intent of Section 17 of the District Rules and Regulations governing non-potable irrigation systems.
 - ❖ Mr. Pond will be required to provide water rights to meet the minimum projected needs of the proposed nine lot development at 0.35 ac-ft for each 5/8-inch Urban tap requested.
 - ❖ A raw water credit of 0.70 acre-feet will be provided for the existing standard residential tap toward the total raw water requirement.
 - ❖ Mr. Pond will be required to execute a new Domestic Water Agreement (DWA) for the existing water tap acknowledging the limitations of an Urban tap.

- ❖ Excessive overuse will result in expensive surcharges and repeated overuse will result in the requirement to dedicate additional raw water to the District for the requested taps.
- ❖ Mr. Pond must acknowledge that no accessory dwellings are allowed with Urban taps.
- ❖ Future owners of the remaining eight lots will be required to execute the same DWA as part of standard procedure for the purchase of a tap.
- ❖ Provided that Mr. Pond agrees to abide by the conditions noted in the commitment letter issued on October 12, 2022, along with the conditions noted above, Staff are not opposed to Board approval of this waiver request.

Discussion followed regarding Mr. Pond's ditch rights and supplemental water supply for the non-potable irrigation system.

Following further discussion, **it was moved by Director Szmyd, seconded by Director Steve Brandenburg, to agree to Mr. Pond's request for a reduced water dedication waiver to the rules and regulations, on the provision that the District does not provide water credit for half of the existing Standard tap. Motion carried by six aye votes and one nay vote.**

2022 Auditor Letter of Engagement:

Business Manager Angela Diekhoff presented the following information to the Board:

- The District published a notice of Request for Proposals (RFP) for an auditor on November 18, 2022.
 - ❖ Proposals were required to be submittal by 12:00 p.m. on January 12, 2023.
- The intent is to engage an auditor for the 2022 audit and the following three years pending their performance.
- The following scoring system was used to help staff evaluate the proposals:
 - ❖ Company and Personnel Qualifications - 40 Points.
 - ❖ Approach to Scope of Work - 20 Points.
 - ❖ Schedule - 20 points.
 - ❖ Fee - 20 Points.
- The Adams Group LLC was the only company to submit a proposal.
 - ❖ The District's previous auditor, BDO USA, LLP, did not submit an engagement letter for the 2022 audit.

A summary of the proposal and Staff's ranking of The Adams Group LLC's proposal, along with a copy of the Letter of Engagement was provided at the Board Meeting.

Following discussion, **it was moved by Director Brandenburg, seconded by Director Ed Martens, to accept the Adams Group LLC Audit Engagement Proposal for Calendar Year 2022. Motion carried unanimously.**

Board Officer Election:

District Manager Amber Kauffman presented the following information to the Board:

The District is required to submit to a Transparency Notice and note any updates to the officers of the Board to the State by January 15 annually and subsequently if the officers change throughout the year. The current officer positions and delegates to other boards include the following:

- President: Emily McMurtrey
- Vice President: Steven Brandenburg
- Treasurer: Larry Brandt
- Secretary: Amber Kauffman
- Carter Lake Filter Plant Delegates: Ed Martens, Steven Brandenburg, Ryan Heiland
- St. Vrain Water Authority Delegate: Jim Walker (3-year commitment expires June 2025)

Discussion followed regarding the necessity of making changes to the Board Officers during a Board election year. It was decided to table the officer elections until after the May 2, 2023, Board of Directors election.

Board Meeting Schedule:

District Manager Kauffman and Board President McMurtrey presented the following information to the Board:

At the September 22, 2022, Board Meeting, the Board approved a new schedule for the monthly board meetings changing the time to 4:00 pm on day to the third Thursday of each month except for March, June and December. Due to changes in employment for Ms. McMurtrey, it had been requested the Board discuss either returning to the 5:00 p.m. time or keeping the 4:00 p.m. time and moving the meetings to the third Wednesday of each month.

It was moved by Director Heiland, seconded by Director Larry Brandt, to keep the meetings on the third Thursday of most months, but return to a 5:00 p.m. start time. Motion carried unanimously.

Action Item: Motion to Approve Legal Counsel Starr and Westbrook, P.C. Contract Renewal:

District Manager Kauffman presented the following information to the Board:

- There are a few roles that the Board of Directors hires directly:
 - ❖ District Manager,
 - ❖ Legal counsel,
 - ❖ The auditor.
- Contracts of the legal counsel have not been reviewed for some time even though the District receives an engagement letter from the auditor annually for Board approval.
 - ❖ Ms. Kauffman felt it was important to ensure the Board understood this responsibility and renew contracts and or engagement letters for the District legal counsel.
- A Fee Agreement from Starr and Westbrook, P.C. was provided for Board review.
 - ❖ Mr. Westbrook handles general legal issues, with the exception of water law, for the District.

Discussion followed regarding the specific legal topics covered by Starr and Westbrook, P.C., and who are some of the other clients the firm represents.

It was moved by Director Brandenburg, seconded by Director Jim Walker, to accept the Fee Agreement from Starr and Westbrook, P.C. Motion carried unanimously.

Action Item: Motion to Approve Water Legal Counsel Carlson, Hammond, and Paddock, LLC Contract Renewal:

District Manager Kauffman presented the following information to the Board:

- There are a few roles that the Board of Directors hires directly:
 - ❖ District Manager,
 - ❖ Legal counsel,
 - ❖ The auditor.
- Contracts of the legal counsel have not been reviewed for some time even though the District receives an engagement letter from the auditor annually for Board approval.
 - ❖ Ms. Kauffman felt it was important to ensure the Board understood this responsibility and renew contracts and or engagement letters for the District legal counsel.
- A Contract and Engagement Letter from Carlson, Hammond and Paddock, LLC was provided for Board review.
 - ❖ Lee Johnson attended the December 15, 2022, Board Meeting to counsel the Board on the Handy Ditch Company policy requiring application fees be fully paid prior to the Catlin Review.

It was moved by Director Szmyd, seconded by Director Brandenburg, to accept the Contract and Engagement Letter from Carlson, Hammond and Paddock, LLC. Motion carried unanimously.

Carter Lake Filter Plant (CLFP):

District Manager Kauffman was not in attendance at the January 11, 2023, CLFP Board Meeting. The following information was presented to the Board by Directors Brandenburg, Heiland, and Martens:

- Projects:
 - ❖ NoCo Engineering consultant Bob Reed was working on the Old North Plant project.
 - Options for modifying the Old North Plant to address issues with Dry Creek water and with increasing contact time for chemicals ahead of the membranes are being evaluated.
- The CLFP Board did not have their officers' elections.
 - ❖ There had been a verbal agreement that the Board President would alternate between the District and Central Weld County Water District (CWCWD), but that has not been the case.
- Pretreatment:
 - ❖ Staff were working on creating the Dissolved Air Flotation (DAF) specification to send out for equipment procurement.
 - ❖ Created a rough draft of the one-line diagrams.
 - ❖ The majority of the as-built drawings are complete.
 - ❖ A rough layout of the future treatment building was waiting on drafting.
 - ❖ Rough draft of the hydraulic profile is complete.
 - ❖ CLFP Manager Rick Whittet and Josh Cook, P.E. of NoCo Engineering looked at removing the upflow clarifiers to determine impact on the South Plant.
 - It appears that their removal may result in increased capacity at the plant and slightly reduced turbidity (better water quality).

- Operations and Maintenance:
 - ❖ Average daily demand for December was 9.1 million gallons per day (MGD) down from 9.3 MGD in 2021.
 - ❖ The compressor at the North Plant needs replacement which is on order.
 - ❖ Quotes are being generated for the valve replacement project at the North Plant to increase chlorine dosing and improve membrane life and backwash cycles.
 - ❖ If fluoride is removed from the treatment process the communities served should be notified.
 - ❖ The Northern Colorado Water Conservancy District (Northern) maintenance shutdown of the St. Vrain Canal started Monday, January 16, 2023, at 8:00 a.m. and was returned to service Wednesday, January 18, 2023.
 - The high pressure line was back in service quicker than previous years.
 - CLFP Staff had used a different method to have Carter Lake water in place rather than having to use Dry Creek Reservoir water during the shutdown.
 - ❖ There had been no additional complaints of taste and odor issues regarding Dry Creek Reservoir water.
 - Mr. Whittet was waiting for Methyl-Isoborneol (MIB) and Geosmin counts to be returned.
 - ❖ Mr. Whittet provided the CLFP Board with job descriptions for a Plant Superintendent and Chief Operator positions.
 - Mr. Whittet had advised Ms. Kauffman there had been an applicant that was expected to be hired shortly.

Discussion followed regarding the length of time the filling of Carter Lake will be delayed. Additional information on this topic was presented in the Windy Gap Firing Project (WGFP) segment of the Board Meeting. Also discussed was infrastructure to address Dry Creek Reservoir deliveries, and native water treatment.

President McMurtrey called for a break at 5:21 p.m. The meeting resumed at 5:31 p.m.

St. Vrain Water Authority (SVWA):

District Manager Kauffman presented the following information to the Board:

- Due to Colorado Open Records Act (CORA) requests SVWA had decided to make some changes to the audit process.
- The SVWA meeting for January 9, 2023, was cancelled. Below is a summary of updates that were announced by Dave Lindsay, SVWA Board Secretary:
 - ❖ SVWA received comments from the fire department right before Christmas that will require some changes in the order in which some of the final tasks are completed.
 - This required rescheduling several of the subcontractors and suppliers for the startup and testing.
 - The changes will likely set the timeline back about a month.
 - ❖ Mr. Lindsay resurrected the year-old initial foray into all of the various insurance policies SVWA needs.
 - Mr. Lindsay completed the paperwork and submitted everything expecting to receive quotes by the end of the month.
 - ❖ The on-site Information Technology (IT) equipment installation had started.
 - The phone and data cabling patch panel were completed.

- A plan for the installation of wireless access ports throughout the building was developed.
- CorKat was expected to be in the next week to install on-site firewall then internet access would be available.
- CorKat had spun up the offsite hosting hardware and were installing software.
- Mr. Lindsay would provide CorKat with information on persons accessing the network so permissions could be established.
- Mr. Lindsay had previously sent the agreed upon phone consultant a contract but had not heard back.
- It may have been during a period when SVWA email addresses were malfunctioning, so Mr. Lindsay was going to reach out again.
- ❖ Mr. Lindsay was working on two agreements with a company called Frontier Fire.
 - Frontier Fire designed and built the fire alarm and fire sprinkler system for the building.
 - Frontier Fire also provide a couple of additional services SVWA needs that are required by the fire department.
- ❖ Mr. Lindsay prepared a subdivision plat creating the lot that encompasses the water treatment plant and associated facilities.
 - The plat was to be submitted to the Town of Firestone (Firestone) the week of January 9, 2023.
- Ms. Kauffman noted that an employee or manager may be helpful with all of the changes that have been happening.

Director Szmyd questioned if meters had been installed to measure the water for the second-use water process. Discussion followed regarding multiple meters being installed, locations of installation, and how the water is recycled.

WGFP:

District Manager Kauffman presented the following information to the Board:

- [Colorado River Connectivity Channel \(CRCC\)](#):
 - ❖ Work ceased on the channel until May 2023.
- [Chimney Hollow](#):
 - ❖ The contractor took a holiday break from December 22, 2022, to January 3, 2023.
 - ❖ The main dam foundation earthworks was nearly 85 percent complete, the plinth was approximately 77 percent complete, grouting was approximately 40 percent complete, and the tunnel works for the inlet and outlet tunnel was about 35 percent complete.

Discussion followed regarding the approval process for any changes to the project, and the fact that it is normal to have so many change orders.

- ❖ Based on the projected cash flow curve, the contractor will be making significant headway in the next year on the dam construction.
- ❖ Northern expects to see an increase in the employees on site as well as a significant height increase in the dam from 52 feet to nearly 180 feet.

- ❖ There was a left abutment rockslide that occurred in early December.
 - There were no injuries; however, the area needed to be redesigned.
 - Additional costs are expected for alterations in the slide area grades that require nearly 30,000 cubic yards of material excavation and some additional drains and rock anchors.
- ❖ The downstream tunnel will be undergoing shaping for the next several months and the upstream tunnelling will start in a few months.
- ❖ The Carter Lake Interconnect will require an 84-day outage starting February 21, 2023.
 - During this time, water deliveries from the west slope to Carter Lake will not be possible, all east slope deliveries will need to be diverted to Horsetooth Reservoir.
 - Work ahead of this outage includes installation of a valve vault which is on schedule.
- ❖ The contractor has provided a claim notice for Grout Curtain Delays and Zone 4 Swell Factors.
 - The grout curtain delays are subject to a claim of \$1.7 Million (M) and 23 compensable days due to the recommendation by the Engineer to extend the grout curtain deeper into the bedrock.
 - The Zone 4 swell factors claim notice is for up to \$23M and 124 compensable days.
 - The claim is causing a need to evaluate testing programs to confirm the assumptions prior to negotiating the claim.
- **WGFP Enhancement Donor Fund Advisory Committee:**
 - ❖ The Advisory Committee received proposals from six groups.
 - ❖ The Committee reviewed the proposals with the intent to award projects in January 2023.
 - ❖ The total funding for the year is anticipated to equal approximately \$1.5M.
 - ❖ The current funds available are from the settlement case and total \$5M.
- **WGFP Mitigation Enhancements:**
 - ❖ Northern is hoping to have a feasibility level cost estimate for improvements to include nitrogen removal at the Frasier wastewater plant, a relocated discharge for the Granby wastewater plant, and reducing nutrient rich runoff from the C Lazy U Ranch.
 - Staff hope to have the cost estimates for these three projects in the first quarter of 2023.

Action Item: Motion to Approve Resolution 2023-01 Designation of Public Posting Places:

District Manager Kauffman presented the following information to the Board:

The Colorado Revised Statutes require the Public Place or Places for posting meeting notices and the "official" Posting Place for 24-hour (agenda) Notice of District Meetings be designated annually at the first regular meeting of each calendar year through the adoption of a Resolution.

1. The recommended posting places were as follows:
 - a. County Court Houses of Larimer, Weld and Boulder Counties.
 - b. District Office at 835 East Highway 56, Berthoud, Colorado.
 - c. Town Halls of Berthoud, Firestone, Johnstown, Mead, and Milliken, and the City of Loveland, Colorado.

d. Masonville Post Office.

2. The District website, www.ltwd.org, was designated as the Posting Place for the 24-hour (agenda) Notice of District Meetings per Colorado House Bill 19-1087.

It was moved by Director Szmyd, seconded by Director Martens, to adopt Resolution 2023-01 Designating Public Posting Places as presented. Motion carried unanimously.

[Action Item: Motion to Approve Resolution 2023-02 District Election:](#)

District Manager Kauffman presented the following information to the Board:

A Regular District Election will be held on May 2, 2023, with four Board of Director seats up for election. The election process is initiated by Board adoption of an Election Resolution determining if the election will be a Polling Place election or a Mail Ballot election.

It was moved by Director Brandenburg, seconded by Director Szmyd, to adopt Resolution 2023-02 to hold a 2023 Regular District Election for Polling Places rather than Mail Ballots. Motion carried unanimously.

[Public Hearing: Action Item: Resolutions 2023-03, 2023-04, 2023-05, 2023-06 Inclusions:](#)

President McMurtrey opened the Public Hearing. There were no public comments, and the Public Hearing was closed.

It was moved by Director Heiland, seconded by Director Martens, to adopt Resolution 2023-03 Inclusion (Priess), Resolution 2023-04 Inclusions (Dardano, Johnson), Resolution 2023-05 Exclusions (Schuman Companies, Wetcher/Hurst, Yousaf Properties), and Resolution 2023-06 Exclusions (Ledge Rock Center). Motion carried unanimously.

[Memorandum of Understanding \(MOU\) Concerning Regional Return Flow Replacement Coordination for the Big Thompson and Little Thompson River Basins:](#)

Water Resources Manager Nancy Koch presented the following information to the Board:

The District, the City of Loveland (Loveland), the Town of Berthoud (Berthoud) and the Town of Johnstown (Johnstown) all have shares of agricultural water that they are changing the use of in Water Court. As part of any change of use case, the applicant must prove that its use of the water shares will not injure the water rights of others in the basin. Therefore, the applicants must replace the water that was historically used on the farm and returned to the river, either through surface runoff or through the groundwater, in time, location and amount referred to as return flow obligations (RFO).

The District, Loveland, Berthoud, and Johnstown all have RFO that must be returned to the Big and Little Thompson Rivers in multiple locations throughout the year. Each entity has different water supplies/structures that can be returned to the rivers to meet the RFO. However, the return flow replacement water for each entity may not be available in the time or location that entity needs but another entity may have RFO replacement water in a location and in excess of its own needs that would help the other entity settle its change of use case.

The entities have been meeting for over a year and are working towards an agreement to lease or trade replacement water to the benefit of all. It had been decided that it would be a stronger document if it were an Intergovernmental Agreement (IGA) rather than a MOU.

Following discussion, **it was moved by Director Brandt, seconded by Director Walker, to approve the IGA in form and allow District Manager Kauffman to sign the document as long as no revisions are made to the final version that make any substantive changes. Motion carried by six ayes; one Director abstained from the vote.**

STAFF REPORTS

District Manager's Report: District Manager Kauffman reported on the following:

- Regional Water Strat-Op Update:
 - ❖ The next meeting is scheduled for Tuesday, January 31, 2023.
 - There had been discussion of engaging the same company that facilitated the work session.
 - ❖ Ms. Kauffman attended an all-day Regional Water Preservation retreat in Windsor on Friday, December 2, 2022, as part of the next phase of the Regional Water Strat-Op project.
 - ❖ The group talked about the needs and the potential solutions for trying to keep native waters of Northern Colorado in Northern Colorado, along with other opportunities.
 - Participation costs for the District will be approximately \$1,500.
 - ❖ Ms. Kauffman felt this was a good allocation of funds.
 - ❖ The next meeting is Tuesday, January 31, 2023.
- Marketing Support:
 - ❖ Ms. Kauffman presented the results of the District marketing audit completed by Wildrock.
 - ❖ Following are some of the points identified by the marketing audit:
 - Consistent brand standards are needed.
 - The District needs to identify effective ways to communicate programs and key messages to customers.
 - Systems, processes, and templates could help align messages.
 - It is important to establish the District as a credible source of water news and information.
 - Who the District customers are can be clarified through using demographic information.
 - Wildrock can assist in improvements to how the website appears on mobile devices.
 - ◇ Mobile makes up 40 percent of the District website traffic, but it has a low performance score.
 - Wildrock can also increase the District presence on other social media platforms.
 - Staff and Directors were asked to rate the District's performance on the following topics, and the average rating was reviewed:
 - ◇ The brand has a solid marketing foundation – Staff are clear on direction and the future. 3.5
 - ◇ The brand has a solid foothold in the community 3.6
 - ◇ Staff are crystal clear on who District customers are. 3.6
 - ◇ District customers know who we are and what the District does 3.4
 - ◇ The District value is clear, and all efforts effectively communicate them. 3.6

- ◇ Staff have a proven marketing process, and everyone is adhering to it. 2.4
 - ◇ The District has a system for receiving regular customer feedback to know the level of satisfaction. 3.5
 - ◇ The District has a budget and it is being monitored regularly (i.e., monthly or quarterly). 2.5
 - ◇ How well are the channels/tactics supporting the brand and driving towards goals?
 - Public Relations 3.3
 - Organic Social Media 3.4
 - Website 3.7
 - Email Marketing 2.5
 - Events 1.8
 - Other - Printed Collateral 3.1
- Staffing:
 - ❖ Job openings for the positions of Water Resources Technician and Business Project Manager have been posted.
 - ❖ The job opening for the position of District Senior Geographic Information System (GIS) Specialist was expected to be posted shortly.
- Colorado Water Congress:
 - ❖ Ms. Kauffman and Water Resources Administrator Amanda Hoff were scheduled to attend the annual meeting in Aurora, Colorado.
 - ❖ Agenda topics included conservation, Colorado's water strategy, limited water supply, and water policy.
- Other Agreements:
 - ❖ Staff and consultants have spent significant time reviewing and redlining agreements with Brookfield.
 - Slow progress was being made with a significant number of agreements requiring modifications.
 - Staff will try to have the modified agreement in front of the Board before the end of the second quarter.
 - ❖ Staff received partial feedback from Aurora Organic Dairy (AOD) on the proposed agreements tied to water dedication and waterline construction.
 - ❖ Ms. Kauffman reached out to Johnstown Town Manager Matt LeCerf regarding the progress on the IGA.

Business Manager's Report: Business Manager Diekhoff reported on the following:

- Office Update:
 - ❖ Low-Income Assistance:
 - Staff were investigating ways for the District to manage the funding and to fairly disperse the funds to assist low-income customers.
 - Ms. Diekhoff was concerned with finding an efficient way to properly allocate money for the assistance fund out of a customer payment.
 - Board members suggested making funds a line item in the 2024 budget and engage a third party to assess the needs of customers requesting assistance.

- It was suggested the District partner with House of Neighborly Services (HNS) to assist with dispersing the funds.
 - ◊ HNS only services Loveland and Berthoud therefore Staff will need to research another agency to assist customers in other areas.
 - Ms. Diekhoff and Ms. Kauffman requested further direction from the Board.
 - ◊ The Board requested monies be budgeted to fund the assistance rather than using Staff to review customer payments for donations.
 - ◊ The Board would like Staff to find the easiest way for accept donations from customers.
 - ◊ The Board requested Staff partner with HNS to assist Loveland and Berthoud customers and locate another entity to assist with other areas of the District.
- EyeOnWater (EOW):
 - ❖ There was a total of 1,479 users.
 - 15 percent of customers have created EOW accounts.
 - Ms. Diekhoff did not set a goal for 2023, but is expecting an increase in users with the planned marketing efforts of Wildrock.
- Ms. Diekhoff reminded Directors and Staff of the annual dinner to be held on January 28, 2023, at the Tournament Players Club (TPC) Berthoud Golf Course.

District Engineer's Report: District Engineer Eaton reported on the following:

- There were 12 Tap Commitment Requests for December. The 2022 total was 5,011.
- Capital Projects:
 - ❖ The entire West 1st Street project was complete, except for a small area of sod replacement that will occur in the spring of 2023, along with additional roadbase needed on the east end of the project.
 - ❖ CR Land Services had received favorable responses from property owners regarding initial easement discussions for the Northeast Transmission Line.
 - Actual offers were expected to begin in the next several weeks.
 - ❖ The Twin Mounds project continued to progress.
 - The epoxy stripe coating of the interior walls was in progress.
 - ❖ Loveland/Campion Conversion Project Number 1:
 - The cost of the project had almost doubled due to the fact the project was larger than anticipated.
 - ◊ Project costs are currently estimated at \$3.1M.
 - 95 percent design drawings were in progress.
 - Design to be complete in 2022 with construction beginning in 2023 and complete in 2024.
 - ❖ The Dry Creek Floating Photovoltaic Feasibility Study was progressing slowly.
 - ❖ Mr. Eaton and Ms. Kauffman would be working on the Water System Master Plan and Raw Water Infrastructure as new employees are brought on board and trained.
 - ❖ It was determined that the Non-Potable System Study was not necessary.
- Development Projects:
 - ❖ There were no new development projects for December.

- ❖ New phases of developments were not coming online as quickly as they had been.
- Other Engineering & GIS Activities:
 - ❖ Development construction and inspections had slowed due to weather.
 - ❖ Development review along with revisions to plans by developers remained active.
 - ❖ West Interstate-25 (I-25) Transmission Line Construction Manager at Risk (CMaR) proposals were due January 26, 2023.
 - ❖ Final easement negotiations continue with approximately 80 percent complete.
 - Condemnation proceedings were in progress for Lot 1 of Singletree Estates.
 - Final negotiations were in progress for the remaining properties.
 - ❖ LCR 8 and 21 intersection infrastructure modifications design continued.
 - ❖ 3rd & Welker Waterline Replacement design continued.
 - ❖ Engagement in various Colorado Department of Transportation (CDOT) activities near District infrastructure along I-25 continued.

Water Resources Manager's Report: Water Resources Manager Koch and Water Resources Administrator Hoff reported on the following:

- December usage was lower than projected, but slightly higher than November usage.

Discussion followed regarding the difference between the forecasted use versus actual. Also discussed was the fact that water usage was down but revenue was up.

- Water Court:
 - ❖ The third round of Opposer Comments were due February 1, 2023.
 - ❖ On February 15, 2023, there will be a status conference with the referee.
 - ❖ On March 31, 2023, the referee will meet with the water judge to determine if a trial date needs to be set.
- The District submitted a Letter of Intent to purchase three shares of Home Supply.
 - ❖ The seller had not made a decision at the time of the Board Meeting.
- The snowpack in the Upper Colorado River Basin was doing well, but it was early in the season.
- Ms. Hoff gave kudos to Conservation Specialist Holly Suess, and the Front Office Staff, for working hard to curtail customers who consistently over-use their water allotment through education and conversations.
 - ❖ District Manager Kauffman noted that Ms. Suess is committed to bringing over-use under control.

Operations Manager's Report and Water Quality Update: Operations Manager Ken Lambrecht reported on the following:

- Locates and leak repairs were normal.
- Monthly Total Coliform samples were within acceptable parameters.
- Crew Leader Valve Exerciser Alan Cordova had exercised 5,181 out of a total of 6,335 valves.

Discussion followed regarding an option to have Beacon meters in areas with low cell service to transmit through electric meters. However, not all electric utilities are interested in entering into an inter-agency agreement for the District to take advantage of the technology.

DIRECTOR REPORTS

District Manager Kauffman advised the Board that the 2023 Dashboard had been updated, but due to an issue with the plotter could not be printed in time for the meeting. Discussion followed regarding adding panel for the conservation efforts. Director Brandenburg suggested posting the dips in water usage on Fridays to Facebook.

Director Szmyd advised that he would be attending the Colorado Water Congress Annual Meeting on behalf of the City of Loveland. Mr. Szmyd also noted the following:

- Loveland said that Northern is concerned about disasters and terrorists.
 - ❖ A meeting was held between the two entities regarding vulnerability.
- Mr. Szmyd would like to see a centralized resource for water.
 - ❖ Ms. Kauffman advised that the separate water providers have too much invested in water rights.

Director Brandt advised everyone that the 2023 Colorado Farm Show was scheduled for the end of January.

President McMurtrey noted that her new job was with the City of Boulder (Boulder) and she is doing what she loves in water resource project management. Ms. McMurtrey advised that Boulder's water portfolio is larger than their demands and that Boulder does not have conservation programs in place.

Director Martens noted that Boulder received a grant from Northern for xeriscaping.

It was moved by Director Martens to Adjourn the meeting at 7:51 p.m.

Respectfully submitted,

Amber Kauffman

Agenda Item Summary

Little Thompson Water District

Date: February 16, 2023

Item: 5.2

Staff: Amber Kauffman, District Manager; Holly Suess, Conservation Specialist; Judy O'Malley, Administrative Assistant

Subject: Tap List 685

Staff Recommendation: Staff recommends approval.

Discussion:

TAP LIST 685 ~ NEW AND AMENDED CONTRACTS

TAP #	NAME	5/8 INCH MINI	5/8 INCH URBAN	5/8 INCH STANDARD	OTHER	WATER RIGHTS	CIL
10091	Barefoot Residential LLC			X		.70 AF	
10092	Uhrich Farm LLC			X			.70 AF
10093	Barefoot Residential LLC		X			.35 AF	
10094	Richfield Homes LLC		X			.35 AF	
10095	Richfield Homes LLC		X			.35 AF	
10096	Richfield Homes LLC		X			.35 AF	
10097	Lennar		X			.35 AF	
10098	Lennar		X			.35 AF	
10099	Lennar		X			.35 AF	
10100	Lennar		X			.35 AF	
10101	Lennar			X		.70 AF	
10102	Lennar			X		.70 AF	
10103	Lennar			X		.70 AF	
10104	Barefoot LLC		X			.35 AF	
10105	Barefoot LLC		X			.35 AF	
10106	Barefoot LLC			X		.70 AF	
10107	Barefoot LLC			X		.70 AF	
10108	Lennar			X		.70 AF	

	5/8 INCH MINI	5/8 INCH URBAN	5/8 INCH STANDARD	OTHER	WATER RIGHTS	CIL
JANUARY 2023 TOTALS	0	10	8	0	8.40 AF	.70 AF
YEAR-TO-DATE 2023 TOTALS	0	10	8	0	8.40 AF	.70 AF
TAPS BUDGETED 2023	0	220	5			

Tap Commitments	Balance
Taps with Water Rights Satisfied/Water Dedications	53
Dormant Taps	5
Total Other Tap Commitments	58

MISC. RECEIVABLES

TAP #	NOTES	ACCESSORY DWELLINGS	UPSIZED TAPS	ADDITIONAL ALLOCATION	WATER RIGHTS	CIL
		ACCESSORY DWELLINGS	UPSIZED TAPS	ADDITIONAL ALLOCATION	WATER RIGHTS	CIL
JANUARY 2023 TOTALS		0	0	0	0 AF	0 AF
YEAR-TO-DATE 2023 TOTALS		0	0	0	0 AF	0 AF

Agenda Item Summary

Little Thompson Water District

Date: February 16, 2023

Item: 5.3 Disbursements

Staff: Angela Diekhoff, Business Manager

Subject: January 2023 Disbursements.

Staff Recommendation: Approval.

January 2023 Disbursements

Request approval of the January 2023 Cash Disbursements in the amount of \$2,091,412.88

Operating Account: \$1,699,107.80

ACH Manual Check Numbers 4295-4361 – \$1,214,114.00.

Check Numbers 11114 to 11154– \$484,993.80.

Payroll Account: \$392,305.08 (Two bi-weekly payroll periods paid in January)

ACH Transmittal Vouchers 2271 to 2282 – \$248,013.28.

ACH Direct Deposit Numbers 12287 to 12352– \$143,368.31.

Live Checks Numbers 2110-2111-\$923.49.

Discussion:

All expenses are for normal operating costs, except for \$308,980 for Capital Cost – District and \$101,569.57 for Capital Cost – Joint.

Little Thompson Water District
Cash Disbursements Summary
Check Issue Dates: 1/01/2023 to 1/31/2023

Employee Related Expenses	\$	392,305.08
CBT Municipal Shares	\$	713,278.53
Capital Cost-District	\$	308,980.34
Filter Plant Ops Expense	\$	216,051.47
Capital Cost-Joint-Pretreatment	\$	101,569.57
Inventory	\$	64,414.71
Cty Rd Improvements	\$	41,590.00
Telemetry Expenses	\$	40,970.60
Sys Repairs	\$	28,951.75
Water Resources General Eng	\$	21,604.25
Office Expenses	\$	18,826.99
24 Brookfield WL Passthrough	\$	17,476.66
Small Line Abandonment	\$	15,992.50
St. Vrain Authority	\$	15,015.95
Vehicles Expenses	\$	14,977.45
Water Resources General Legal	\$	12,741.78
Adams Credit Card-Conf/Sem-\$1238; Memberships-\$3460; Office Sup-\$325; Bld/Grnds-\$167;Office Exp-\$1977;Communication-\$64;Vehicle-\$1390;Misc-\$1540	\$	10,499.59
Water Rights Consulting	\$	8,400.00
Service Contracts	\$	7,555.00
Communication Expenses	\$	4,980.94
Operations - Utilities	\$	4,392.31
O & M	\$	4,217.23
Seminars & Classes	\$	3,900.00
Bldg/Grnds	\$	3,700.35
GIS	\$	3,000.00
Dry Creek Reservoir Expenses	\$	2,630.00
Audit Expense	\$	2,550.00
Engr/CAD/Prof Expenses	\$	2,435.00
Generator Maintenance	\$	1,475.59
Locate Expenses	\$	1,456.90
Safety Expenses	\$	1,177.72
Fire Hyd Meter Deposits	\$	1,168.00
Service Connection	\$	1,095.34
Telemetry Expenses	\$	621.92
WQ - Monthly Sampling	\$	609.50
Big Thompson Ditch Mfg Shares	\$	499.95
Purchased Water Expenses	\$	184.98
Customer Refund Overpayments	\$	114.93
Total	\$	2,091,412.88

Little Thompson Water District
Cash Disbursements Detail
Check Issue Dates: 1/01/2023 to 1/31/2023

Operations

Check Number	Check Issue Date	Payee	Description	Amount
4358	1/27/2023	Northern Co Water Cons Dist	CBT Municipal Shares	\$ 592,142.70
11145	1/26/2023	Gopher Excavation Inc	Capital Cost-District-West 1st Street	\$ 163,147.19
11132	1/11/2023	Swedish Industrial Coatings, LLC	Capital Cost-District-5MG Twin Mounds Tank Coating	\$ 129,273.15
4317	1/12/2023	Northern Co Water Cons Dist	CBT Municipal Shares	\$ 121,135.83
4296	1/4/2023	Carter Lake Filter Plant	Filter Plant Ops Expense	\$ 108,051.47
4333	1/26/2023	Carter Lake Filter Plant	Filter Plant Ops Expense	\$ 108,000.00
4333	1/26/2023	Carter Lake Filter Plant	Capital Cost-Joint-Pretreatment	\$ 100,426.07
4346	1/26/2023	Core & Main LP	Inventory	\$ 49,867.49
11144	1/26/2023	Ditesco	Cty Rd Improvements	\$ 41,590.00
11124	1/11/2023	Herbert E&I, LLC	Telemetry Improvements	\$ 38,555.00
4308	1/12/2023	Consolidated Home Supply Ditch	Water Resources General Eng	\$ 21,604.25
11122	1/11/2023	Gopher Excavation Inc	Sys Repairs	\$ 17,113.50
4310	1/12/2023	CR LAND SERVICES, LLC	Capital Cost-District-Northeast Transmission Line	\$ 16,560.00
11129	1/11/2023	Orback Construction	Small Line Abandonment	\$ 15,992.50
11150	1/26/2023	St. Vrain Water Authority	St. Vrain Authority	\$ 15,015.95
4331	1/26/2023	Badger Meter	Inventory	\$ 12,540.00
11121	1/11/2023	Farnsworth Group Inc	24 Brookfield WL Passthrough	\$ 12,513.44
4295	1/3/2023	Adams Bank MasterCard	Adams Credit Card-Conf/Sem-\$1238; Memberships-\$3460; Office Sup-\$325; Bld/Grnds-\$167;Office Exp-\$1977;Communication-\$64;Vehicle-\$1390;Misc-\$1540	\$ 10,499.59
11123	1/11/2023	Handy Ditch Company	Water Resources General Legal	\$ 10,365.13
4320	1/12/2023	Snowmelt Water Engineering, LLC	Water Rights Consulting	\$ 8,400.00
4351	1/26/2023	WEX Bank	Vehicles Expenses	\$ 7,281.53
11134	1/11/2023	WildRock PR & Marketing, LLC	Office Expenses	\$ 5,500.00
4314	1/12/2023	INFOSEND INC	Office Expenses	\$ 5,042.62
11117	1/11/2023	COURTNEY HAYES	Sys Repairs	\$ 5,000.00
11140	1/26/2023	Bobcat of the Rockies	Vehicles Expenses	\$ 4,175.87
11153	1/26/2023	Waas Campbell Rivera Johnson & Velasquez	24 Brookfield WL Passthrough	\$ 4,172.50
4326	1/17/2023	PINNACOL	Office Expenses	\$ 3,961.00
11136	1/24/2023	Randy Lopez	Seminars & Classes	\$ 3,900.00
4342	1/26/2023	Timber Line Electric & Control	Service Contracts	\$ 3,865.00
11149	1/26/2023	Norfield Development Partners, LLC	Service Contracts	\$ 3,690.00
4338	1/26/2023	Loveland Barricade	Sys Repairs	\$ 3,140.75
4313	1/12/2023	IMEG	GIS	\$ 3,000.00
4347	1/26/2023	Ferguson Waterworks	O & M	\$ 2,945.29
4334	1/26/2023	Dana Kepner Company Inc	Sys Repairs	\$ 2,850.00
4353	1/25/2023	XCEL Energy	Bldg/Grnds	\$ 2,626.82
11114	1/11/2023	Arbitrage Compliance Specialists	Audit Expense	\$ 2,550.00
4343	1/26/2023	WILLDAN FINANCIAL SERVICES	Engr/CAD/Prof Expenses	\$ 2,435.00
4321	1/12/2023	Timber Line Electric & Control	Telemetry Expenses	\$ 2,415.60
4332	1/26/2023	Carlson Hammond & Paddock	Water Resources General Legal	\$ 2,376.65
4325	1/12/2023	Poudre Valley REA	Operations - Utilities	\$ 1,950.11
11151	1/26/2023	Starr & Westbrook PC	Office Expenses	\$ 1,890.00

Check Issue				
Check Number	Date	Payee	Description	Amount
4355	1/26/2023	Poudre Valley REA	Operations - Utilities	\$ 1,523.32
11137	1/26/2023	4Rivers Equipment	Generator Maintenance	\$ 1,475.59
11119	1/11/2023	Cushman Estates HOA	Dry Creek Reservoir Expenses	\$ 1,440.00
4309	1/12/2023	Core & Main LP	Inventory	\$ 1,384.60
11152	1/26/2023	T & T OK Tire	Vehicles Expenses	\$ 1,331.00
4330	1/23/2023	AT&T Mobility	Communication Expenses	\$ 1,219.56
4323	1/12/2023	UNCC	Locate Expenses	\$ 1,201.20
11130	1/11/2023	ORION ENVIRONMENTAL INC	Fire Hyd Meter Deposits	\$ 1,168.00
4352	1/24/2023	COMCAST	Communication Expenses	\$ 1,165.05
11128	1/11/2023	NOCO Engineering Company	Capital Cost-Joint-Pretreatment	\$ 1,143.50
4305	1/12/2023	Badger Meter	Service Connection	\$ 1,095.34
11142	1/26/2023	City of Fort Collins	Dry Creek Reservoir Expenses	\$ 1,080.00
4361	1/30/2023	Home Depot Credit Services	O & M	\$ 897.00
4306	1/12/2023	B-Town Automotive	Vehicles Expenses	\$ 885.56
4345	1/26/2023	Cintas Corporation #737	Safety Expenses	\$ 884.30
4299	1/5/2023	Verizon Wireless	Communication Expenses	\$ 882.31
4359	1/27/2023	TCS Materials	Sys Repairs	\$ 847.50
4298	1/4/2023	First Insurance Funding	Office Expenses	\$ 809.98
4324	1/12/2023	Western States Land Services LLC	24 Brookfield WL Passthrough	\$ 790.72
11148	1/26/2023	MadMar Welding, LLC	Vehicles Expenses	\$ 680.00
4311	1/12/2023	Dana Kepner Company Inc	Inventory	\$ 622.62
4344	1/26/2023	City of Longmont	WQ - Monthly Sampling	\$ 609.50
11116	1/11/2023	Colorado Rural Water Assoc.	Office Expenses	\$ 600.00
4304	1/11/2023	Cintas Corporation #737	Bldg/Grnds	\$ 582.40
4301	1/5/2023	Poudre Valley REA	Operations - Utilities	\$ 558.18
11139	1/26/2023	Big Thompson Ditch & Manufac.	Big Thompson Ditch Mfg Shares	\$ 499.95
4360	1/30/2023	Verizon Wireless	Communication Expenses	\$ 475.36
4341	1/26/2023	Rocky Mtn Quick Lube	Vehicles Expenses	\$ 433.40
4337	1/26/2023	Jax Outdoor Gear	Uniform Expenses	\$ 372.98
4302	1/6/2023	Verizon Wireless	Communication Expenses	\$ 367.43
4303	1/6/2023	COMCAST	Communication Expenses	\$ 345.00
4354	1/26/2023	United Power Inc	Operations - Utilities	\$ 305.69
4315	1/12/2023	John Deere Financial	Safety Expenses	\$ 293.42
4300	1/5/2023	Verizon Wireless	Communication Expenses	\$ 285.50
4349	1/26/2023	Sam's Club	Office Expenses	\$ 269.42
4312	1/12/2023	Ferguson Waterworks	Locate Expenses	\$ 255.70
4348	1/26/2023	John Deere Financial	Uniform Expenses	\$ 248.94
4297	1/4/2023	CenturyLink	Communication Expenses	\$ 240.73
4339	1/26/2023	Napa Auto Parts	O & M	\$ 236.91
4336	1/26/2023	InfoArmor, Inc.	Office Expenses	\$ 224.75
11115	1/11/2023	Berthoud Ace Hardware	Bldg/Grnds	\$ 215.21
4316	1/12/2023	Napa Auto Parts	Vehicles Expenses	\$ 159.77
11118	1/11/2023	CRAIG AND CORY ROEHRS	Customer Refund Overpayments	\$ 114.93
11141	1/26/2023	Canyon Crane and Welding Service	Dry Creek Reservoir Expenses	\$ 110.00
11138	1/26/2023	Berthoud Ace Hardware	Office Expenses	\$ 105.16
11127	1/11/2023	Longs Peak Water District	Purchased Water Expenses	\$ 105.11
11143	1/26/2023	Diamond Enterprises	Bldg/Grnds	\$ 100.00
11120	1/11/2023	Ditch Witch of the Rockies	O & M	\$ 86.06
4319	1/12/2023	Sam's Club	Office Expenses	\$ 83.94

Check Issue				
Check Number	Date	Payee	Description	Amount
4318	1/12/2023	Sam's Club	Office Expenses	\$ 64.62
11131	1/11/2023	S & S Sanitation	Bldg/Grnds	\$ 64.56
4357	1/27/2023	Town of Berthoud	Bldg/Grnds	\$ 58.12
11147	1/26/2023	LTWD Petty Cash Fund	Office Expenses	\$ 55.50
4340	1/26/2023	PIONEER	Bldg/Grnds	\$ 53.24
4322	1/12/2023	Tractor Supply Credit Plan	O & M	\$ 51.97
4307	1/12/2023	Central Weld County Water District	Purchased Water Expenses	\$ 47.12
4335	1/26/2023	Employers Council	Office Expenses	\$ 45.00
11126	1/11/2023	Larimer County Clerk & Recorder	Office Expenses	\$ 33.00
11133	1/11/2023	Weld County Clerk & Recorder	Office Expenses	\$ 33.00
11135	1/11/2023	Larimer County Clerk & Recorder	Office Expenses	\$ 33.00
11154	1/26/2023	Weld County Clerk & Recorder	Office Expenses	\$ 33.00
4356	1/26/2023	City of Loveland Water & Power	Purchased Water Expenses	\$ 32.75
4350	1/26/2023	Tractor Supply Credit Plan	Vehicles Expenses	\$ 30.32
11125	1/11/2023	Johnstown Breeze	Office Expenses	\$ 30.00
4328	1/19/2023	XCEL Energy	Operations - Utilities	\$ 25.78
4327	1/19/2023	XCEL Energy	Operations - Utilities	\$ 15.72
4329	1/19/2023	XCEL Energy	Operations - Utilities	\$ 13.51
11146	1/26/2023	Larimer County Clerk & Recorder	Office Expenses	\$ 13.00
10893	1/3/2023	NOCO Engineering Company	Void	\$ -
12323	1/26/2023	AT&T Mobility	VOid	\$ -
Total Operations				\$ 1,699,107.80

Payroll

Check Issue				
Check Number	Date	Payee	Description	Amount
2110	1/16/2023	Bonus Check	Pay Period Ending 1/15/2023	\$ 230.87
2111	1/16/2023	Bonus Check	Pay Period Ending 1/15/2023	\$ 692.62
2271	1/3/2023	EFTPS	Federal Withholding Tax Pay Period: 1/1/2023	\$ 25,642.96
2272	1/3/2023	CDOR	CO State Withholding Tax Pay Period: 1/1/2023	\$ 3,916.00
2273	1/3/2023	COLONIAL LIFE INSURANCE	Voluntary Life Pay Period: 1/1/2023	\$ 460.45
2274	1/3/2023	COLORADO RETIREMENT	401 Contributions Pay Period: 1/1/2023	\$ 11,832.61
2275	1/3/2023	COLORADO RETIREMENT	457 Contributions Pay Period: 1/1/2023	\$ 7,370.95
2276	1/3/2023	Alerus	HEALTH SAVINGS ACCOUNT Pay Period: 1/1/2023	\$ 94,895.38
2277	1/16/2023	EFTPS	Federal Withholding Tax Pay Period: 1/15/2023	\$ 28,552.57
2278	1/16/2023	CDOR	CO State Withholding Tax Pay Period: 1/15/2023	\$ 4,446.00
2279	1/16/2023	CEBT	Health Insurance Pay Period: 1/15/2023	\$ 48,771.91
2280	1/16/2023	COLORADO RETIREMENT	401 Contributions Pay Period: 1/15/2023	\$ 12,528.81
2281	1/16/2023	COLORADO RETIREMENT	457 Contributions Pay Period: 1/15/2023	\$ 7,700.26
2282	1/16/2023	Alerus	HEALTH SAVINGS ACCOUNT Pay Period: 1/15/2023	\$ 1,895.38
12287-12319	1/5/2023	Direct Depoist	Pay Period Ending 1/01/2023	\$ 66,455.44
12320-12352	1/18/2023	Direct Depoist	Pay Period Ending 1/15/2023	\$ 76,912.87
Total Payroll				\$ 392,305.08

Total Cash Disbursements	\$ 2,091,412.88
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Agenda Item Summary

Little Thompson Water District

Date: February 16, 2023

Item Number: 5.4

Staff: Angela Diekhoff, Business Manager

Subject:

Discussion of the Financial Reports

Staff Recommendation:

Staff recommends acceptance of the January Financial Reports.

Discussion:

OPERATING FUND:

Operating Revenue – We have collected \$556,032 which is \$1,295,605 less than budgeted.

(Haven't received Windy Gap Firming invoice, means we haven't billed/collected the passthrough funds.)

Operating Costs – We have spent \$1,463,320 which is \$801,500 less than budgeted.

(Carryover cost came in early- we have it budgeted in March)

Operating Gain (Loss) – We have an operating loss of \$907,287 which is \$494,104 more than budgeted.

NON-OPERATING FUND:

Non-Operating Revenue – We have collected \$428,865 which is \$20,691 more than budgeted.

Capital Costs – District – We have spent \$4,836 which is \$861,373 less than budget.

Detail of the year-to-date District Capital Projects:

Capital Costs – District	Actual YTD	YTD Budget	Annual Budget
County Rd Improvements	\$ -		\$ 200,000
Service Connection Expense	921	13,100	157,200
Telemetry Improvements	-	-	200,000
Small Line Abandonment	-	-	75,000
Northeast Transmission Line	-	108,333	1,299,996
Loveland/Campion Conversion	-	126,276	1,515,312
54 Bridge-Waterline Relocation	-	-	862,299
Dry Creek Feasibility	-	-	35,000
Twin Mounds Passive Mixing Sys	-	-	227,000
Buckhorn Pump Station	-	-	40,000
3rd & Welker Waterline Replace	-		1,320,000
LCR 8 & 21 Waterline Modification	-		300,000
Botterill-LTWD System Modification		100,000	100,000
Total Capital Projects	\$ 921	\$ 347,709	\$ 6,331,807
Vehicle Replacement Program	-	-	80,000
Furn & Equip Replacement	-	2,500	12,500
Miscellaneous Equipment	-	6,000	7,800
Ops Equipment Replacement	3,915	10,000	18,000
Total Vehicles and Equipment	\$ 3,915	\$ 18,500	\$ 118,300
Water Rights - CBT	-	400,000	400,000
Water Rights - Other	-	-	400,000
Water Resources Gen Eng	-	-	600,000
Water Resources Gen Legal	-	16,667	200,004
Raw Water Infrastructure	-	83,333	999,996
2nd Use Infrastructure Study			120,000
Total Water Rights	\$ -	\$ 500,000	\$ 2,720,000
Total Capital Costs – District	\$ 4,836	\$ 866,209	\$ 9,170,107

Capital Costs - Joint: We have spent \$0 which is \$890,625 less than budgeted.
 (Anticipated Credit of \$40,000 for Filter 23 Rehab; budgeted in February)

Detail of the year-to-date Joint Capital Projects:

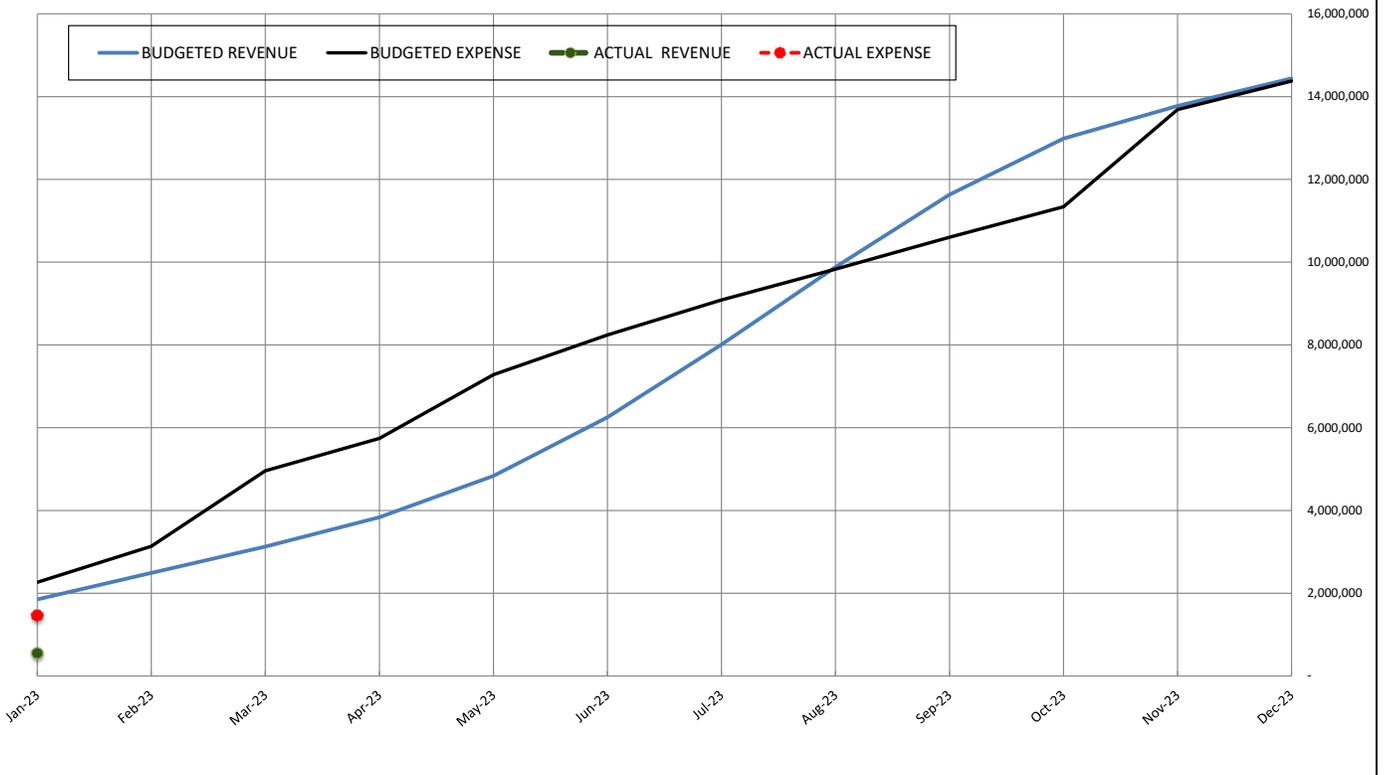
Capital Costs – Joint	Actual YTD	YTD Budget	Annual Budget
Dry Creek-Joint Cost	\$ -	\$ 150,000	\$ 150,000
CLFP Vehicles & Equipment	-	275,000	235,000
Pretreatment Design	-	415,625	415,625
Road Improvements	-	50,000	50,000
Total Capital Projects	\$ -	\$ 890,625	\$ 850,625

Non-Operating Gain (Loss) – We have a net non-operating gain of \$424,029 which is \$1,772,689 more than budgeted.

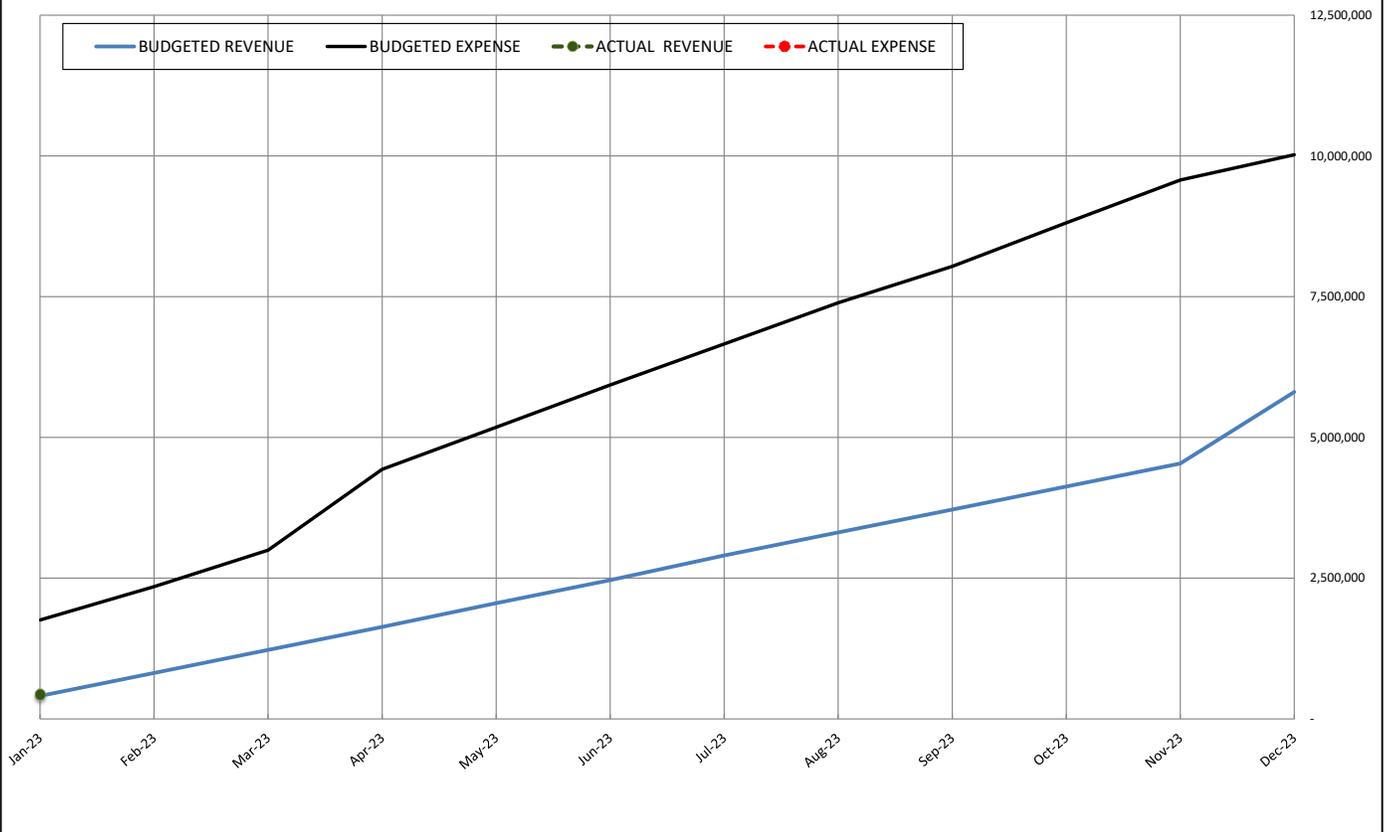
CHANGE IN WORKING CAPITAL:

Year-To-Date Change in Working Capital				
	Actual	Budget	Budget/Actual Comparison	Approved Budget
Operating Gain (Loss)	(907,287)	(413,183)	(494,104)	63,890
Non-Operating Gain (Loss)	424,029	(1,348,660)	1,772,689	(4,213,519)
Total Gain (Loss)	\$ (483,259)	\$ (1,761,843)	\$ 1,278,584	\$ (4,149,629)

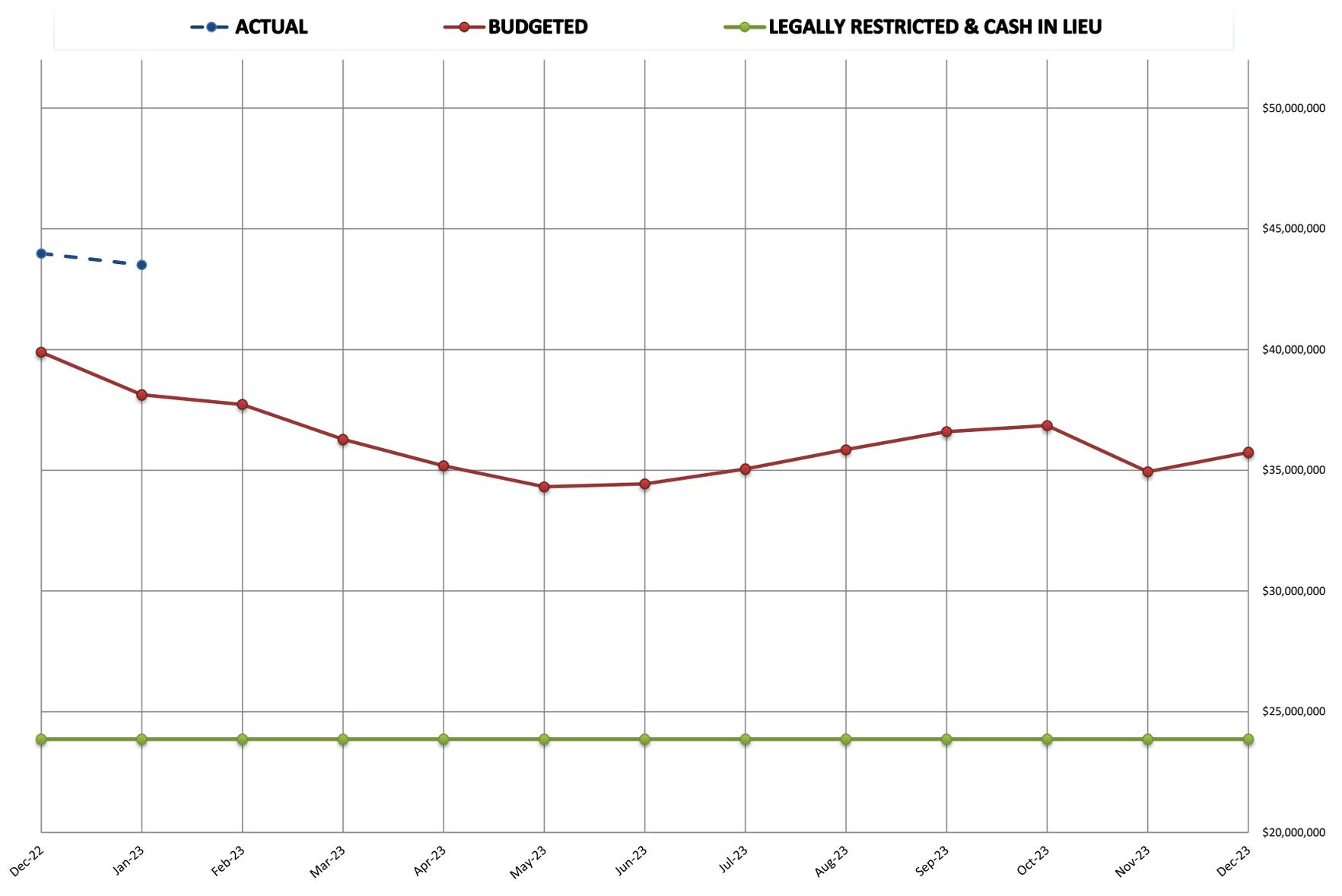
2023 OPERATING REVENUE & EXPENSE CUMULATIVE



2023 NON OPERATING REVENUE & EXPENSE CUMULATIVE



LITTLE THOMPSON WATER DISTRICT 2023 WORKING CAPITAL GRAPHICAL COMPARISON



**LITTLE THOMPSON WATER DISTRICT
INCOME AND EXPENSE SUMMARY
FOR MONTH ENDING January 31, 2023**

	Current Month Actual	Current Month Budget	Month Comp Bud/Act	2023 YTD Actual	2023 YTD Budget	YTD Comp Bud/Act	2023 Adopted Budget
OPERATING REVENUE							
Water Revenue Base Fee	305,911	297,427	8,484	305,911	297,427	8,484	3,813,445
Water Revenue Tier I	97,065	101,958	(4,893)	97,065	101,958	(4,893)	1,574,885
Water Revenue Tier II	36,072	53,423	(17,351)	36,072	53,423	(17,351)	2,503,350
Water Revenue Tier III	15,298	21,156	(5,858)	15,298	21,156	(5,858)	1,526,805
Water Revenue Tier IV	48,404	57,409	(9,005)	48,404	57,409	(9,005)	1,829,183
Water Revenue Tier V	14,752	28,831	(14,079)	14,752	28,831	(14,079)	1,237,475
Water Surcharge	-	-	-	-	-	-	42,000
Water Revenue Wholesale	18,388	27,500	(9,112)	18,388	27,500	(9,112)	342,000
Water Revenue Rental	-	-	-	-	-	-	40,000
Bulk Water Revenue	13,526	-	13,526	13,526	-	13,526	212,000
Other Revenue	6,618	7,600	(982)	6,618	7,600	(982)	61,160
Windy Gap Firming Passthrough	-	1,256,333	(1,256,333)	-	1,256,333	(1,256,333)	1,256,333
Total Operating Revenue	556,032	1,851,637	(1,295,605)	556,032	1,851,637	(1,295,605)	14,438,636
OPERATING EXPENSES							
Water Treatment	108,000	145,206	(37,206)	108,000	145,206	(37,206)	2,017,931
System Maintenance	49,616	74,400	(24,784)	49,616	74,400	(24,784)	1,059,700
Administration and General	48,583	141,001	(92,418)	48,583	141,001	(92,418)	1,040,262
Engineering	16	25,660	(25,644)	16	25,660	(25,644)	365,560
Assessments	732,904	1,360,357	(627,453)	732,904	1,360,357	(627,453)	2,462,500
Joint Operations	1,315	20,220	(18,905)	1,315	20,220	(18,905)	289,265
St Vrain Authority Operations	5,000	-	5,000	5,000	-	5,000	75,000
Wages & Benefits	517,887	497,976	19,911	517,887	497,976	19,911	4,727,472
Bond & Loan Payments	-	-	-	-	-	-	2,337,056
Total Operating Expenses	1,463,320	2,264,820	(801,500)	1,463,320	2,264,820	(801,500)	14,374,746
Operating Gain(Loss)	(907,287)	(413,183)	(494,104)	(907,287)	(413,183)	(494,104)	63,890
NON OPERATING REVENUE							
Plant Investment Fees	201,000	211,758	(10,758)	201,000	211,758	(10,758)	2,541,096
Cash in Lieu of Water Rights	70,000	132,708	(62,708)	70,000	132,708	(62,708)	1,592,496
NonRes Cash in Lieu of Water	-	-	-	-	-	-	-
Tap Installation Revenue	15,900	22,458	(6,558)	15,900	22,458	(6,558)	269,496
Water Resource Fee	18,000	18,750	(750)	18,000	18,750	(750)	225,000
Interest Income	46,891	15,000	31,891	46,891	15,000	31,891	180,000
Native Water Dedication Fee	4,500	-	4,500	4,500	-	4,500	15,000
Gain (Loss) Sale of Asset	-	-	-	-	-	-	-
Contrib Water Court	-	-	-	-	-	-	-
Other Fees	72,574	7,500	65,074	72,574	7,500	65,074	96,250
Passthrough Revenue	-	-	-	-	-	-	887,875
Total Non Operating Revenue	428,865	408,174	20,691	428,865	408,174	20,691	5,807,213
NON OPERATING EXPENSES							
Capital Improvements - District	921	347,709	(346,788)	921	347,709	(346,788)	6,331,807
Vehicles & Equipments Costs	3,915	18,500	(14,585)	3,915	18,500	(14,585)	118,300
Water Right Purchases	-	400,000	(400,000)	-	400,000	(400,000)	800,000
Water Rights - Windy Gap	-	-	-	-	-	-	-
Water Rights Adjudication	-	100,000	(100,000)	-	100,000	(100,000)	1,800,000
2nd Use Infrastructure Study	-	-	-	-	-	-	120,000
St Vrain Authority Treatment	-	-	-	-	-	-	-
Total Capital Costs - District	4,836	866,209	(861,373)	4,836	866,209	(861,373)	9,170,107
Capital Improvements - Joint	-	890,625	(890,625)	-	890,625	(890,625)	850,625
Total Non Operating Expenses	4,836	1,756,834	(1,751,998)	4,836	1,756,834	(1,751,998)	10,020,732
Non Operating Gain(Loss)	424,029	(1,348,660)	1,772,689	424,029	(1,348,660)	1,772,689	(4,213,519)
Net Revenue Over Expenses	(483,259)	(1,761,843)	1,278,584	(483,259)	(1,761,843)	1,278,584	(4,149,629)

LITTLE THOMPSON WATER DISTRICT

BALANCE SHEET

JANUARY 31, 2023

	Current Month January	YTD 2023 January	Actual 2022 December
CURRENT ASSETS			
Board Designated Reserves	\$ 18,958,761	\$ 18,958,761	\$ 19,943,591
Legally Restricted Cash	\$ 22,207,414	\$ 22,207,414	\$ 22,207,414
Cash In Lieu	\$ 1,656,260	\$ 1,656,260	\$ 1,656,260
Total Cash & Cash Equivalents	\$ 42,822,435	\$ 42,822,435	\$ 43,807,265
ACCOUNTS RECEIVABLE			
A/R - Water Revenue	\$ 618,887	\$ 618,887	\$ 688,183
A/R - Misc Revenue	\$ 96,987	\$ 96,987	\$ 152,156
Accrued Int Receivable	\$ 29,479	\$ 29,479	\$ 14,205
Projects Passthrough Projects	\$ 35,242	\$ 35,242	\$ 52,207
Total Accounts Receivable	\$ 780,595	\$ 780,595	\$ 906,750
OTHER ASSETS			
Inventory	\$ 567,320	\$ 567,320	\$ 469,674
Prepaid Expenses	\$ 24,705	\$ 24,705	\$ 24,705
Total Other Assets	\$ 592,025	\$ 592,025	\$ 494,379
CAPITAL ASSETS - Subject to change once year end is done with auditors			
Filter Plant - Joint Venture	\$ 3,269,178	\$ 3,269,178	\$ 3,269,178
Dry Creek Reservoir Dam	\$ 7,432,221	\$ 7,432,221	\$ 7,432,221
Land - Dry Creek Reservoir	\$ 6,508,922	\$ 6,508,922	\$ 6,508,922
Distribution System	\$ 78,052,575	\$ 78,052,575	\$ 78,052,575
Land & Easements	\$ 2,361,148	\$ 2,361,148	\$ 2,361,148
CLFP - Depreciable Asset	\$ 11,190,325	\$ 11,190,325	\$ 11,190,325
Vehicles, Field & Office Equipment	\$ 3,120,037	\$ 3,120,037	\$ 3,120,037
Construction in Progress	\$ 11,608,142	\$ 11,608,142	\$ 11,608,142
Accumulated Depreciation	\$ (35,821,410)	\$ (35,821,410)	\$ (35,821,410)
Water Rights	\$ 107,102,679	\$ 107,102,679	\$ 107,102,679
Total Capital Assets	\$ 194,823,819	\$ 194,823,819	\$ 194,823,819
Total Assets	\$ 239,018,873	\$ 239,018,873	\$ 240,032,213
CURRENT LIABILITIES			
A/P - Supplies	\$ (18,228)	\$ (18,228)	\$ 620,964
Wages Payable	\$ 657,265	\$ 657,265	\$ 529,971
Bond/Loan Interest Payable	\$ 11,983	\$ 11,983	\$ 11,983
Current Portion Long Term Debt	\$ 1,126,564	\$ 1,126,564	\$ 1,126,564
Total Current Liabilities	\$ 1,777,584	\$ 1,777,584	\$ 2,289,482
LONG TERM LIABILITIES			
Bonds & Notes Payable	\$ 32,109,778	\$ 32,109,778	\$ 32,109,778
Unamortized Premiums - Discounts	\$ 517,437	\$ 517,437	\$ 517,437
Total Long Term Liabilities	\$ 32,627,215	\$ 32,627,215	\$ 32,627,215
Total Liabilities	\$ 34,404,799	\$ 34,404,799	\$ 34,916,696
NET ASSETS			
NET ASSETS	\$ 205,090,530	\$ 205,090,530	\$ 203,836,574
Net Revenue Over Expenses	\$ (483,259)	\$ (483,259)	\$ 1,278,942
Total Equity	\$ 204,607,271	\$ 204,607,271	\$ 205,115,516
TOTAL LIABILITIES AND EQUITY	\$ 239,012,070	\$ 239,012,070	\$ 240,032,213

Agenda Item Summary

Little Thompson Water District

Date: February 16, 2023

Item: 6.1

Staff: Amber Kauffman, District Manager

Subject: Rate Study Recommendations and Presentation

Staff Recommendation: Recommend Approval

Discussion:

Willdan has been working with Angela and I on a rate study to evaluate our rates, both the monthly rates and the plant investment fee (PIF), to ensure our expenses were covered by our revenue and our forecasted capital would be covered either by our operating revenue or our non-operating revenue or a combination of the two.

Over the past several years, the board has made the decision to continue to raise monthly rates by Consumer Price Index (CPI) to keep up with expenses in order to avoid large increases in rates all at once. The District also reviewed and updated our PIF in May of 2020 but did not increase the PIF at the start of this year knowing our rate study was going to help make those adjustments.

Attached is a summary of the approach Willdan had in their analysis. Willdan will attend our meeting to present their findings to the board and provide their recommendations of rate adjustments. We will look to the board for any change in direction. The District will set a rate hearing to adopt the rates as appropriate.

MEMORANDUM

To:	Amber Kauffman, PE
From:	Kevin Burnett, Michael Cronan
Date:	February 8, 2023
Client:	Little Thompson Water District, Colorado
Project:	Water Rate and PIF Study
Subject:	Study Overview

Little Thompson Water District (District) contracted with Willdan Financial Services (Willdan) to complete a water rate and plant investment fee (PIF) study. The balance of this memorandum provides an overview of the financial planning, rate design and PIF development process as well as a summary of findings of the analysis.

Revenue Sufficiency Process

In order to identify if existing rates and charges will generate sufficient revenue to meet the fiscal requirements of the water utility, a determination of the annual rate revenue required must be completed. The first step in the process is the Revenue Sufficiency Analysis. The Revenue Sufficiency Analysis compares the forecasted revenues of the utility under its existing rates to its forecasted operations and maintenance, capital, and reserve costs to determine the adequacy of the existing rates to recover the utility’s costs.

The process employed in the Revenue Sufficiency Analysis involves a rigorous review of operating, maintenance and capital budgets for the utility, and results in the identification of revenue requirements of the system, such as operating expenses, capital expenses (minor and major), debt service expense (including a provision for debt service coverage), transfers in and out, and the maintenance of both restricted and unrestricted reserves at appropriate levels. These revenue requirements are then compared to the total sources of funds available during each year of the forecast period to determine the adequacy of projected revenues to meet projected revenue requirements. To the extent that the existing revenue stream is projected to be insufficient to meet the annual revenue requirements of the system during the projection period, a series of rate revenue increases are calculated which would be required to provide revenue sufficient to meet those needs.

Financial Management Goals of the District

The establishment of specific financial management goals of a utility is a key step in developing financial plans which will ensure the financial health of the utility remains strong. The financial management goals of the District are described below.

Cash Reserve Targets

In order to maintain a financially stable and sustainable utility, an operating reserve target for the water utility has been incorporated into the analysis. The reserve target is identified in Table 1.

Table 1 Reserve Target		
Reserve	Purpose	Minimum Balance
Operating Reserve	Manage timing differences between revenue receipt and expense payments	90 days of O&M

While it is not essential that the District meet this reserve on an annual basis (it is not a legal requirement), prudent financial planning suggests that the District should strive to maintain the reserve and should not dip below the reserve on a continuous basis.

Debt Service Coverage

The District currently has outstanding water debt; and new debt is anticipated as a component of the financial plan. Both the existing and new debt is anticipated to contain covenants requiring the District to maintain rates and charges such that a debt service coverage ratio, defined as Current Year Net Revenues divided by Annual Debt Service, be maintained at a minimum of 1.20x. The coverage requirement of 1.20x is associated with all outstanding debt for each specific year the coverage is being calculated. The analysis presented herein meets this goal in each year of the forecast period. While the cash reserve target identified previously is a prudent financial policy, the debt service coverage requirement is a legal obligation that must be met on an annual basis.

Revenue Sufficiency Findings

The resulting financial plan presented herein is the embodiment of the data, assumptions and review process undertaken with District staff in several meetings and conference calls.

Rate Revenue Increases Required

The analysis of the water utility indicates that assuming all operating, maintenance and capital expenditures occur as projected, there will not be sufficient revenue or fund balance reserves to fund ongoing expenses. The cause is twofold. Firstly, expenses (both operating costs such as chemicals, electricity, and capital costs) have been increasing at a rapid rate of the last year, placing stress on existing revenue streams. Secondly, the District has projected two large capital projects of \$7 million each (Marham Tank in 2025 and St. Vrain Water Authority Capital Fees in 2026).

Three financial plans were developed based on the projection of future District costs and the funding of the \$14 million in previously mentioned capital projects. The scenarios include:

- 100% cash funding of the projects

- 50% cash funding and 50% debt funding of the projects
- 100% debt funding of the projects

Depending upon the financial scenario selected the revenue increase projections range from 2% per year to 10% per year over the next several years.

As the District has already adjusted rates in 2023, no additional rate revenue increases are proposed until 2024.

Rate Design Analysis

With the rate revenue requirement determined in the Revenue Sufficiency Analysis, the development of specific rates and charges was completed. This process included a cost-of-service analysis which identifies the costs each customer class places on the system (their respective cost to be served), allowing rates to be developed that equitably recoup costs from each respective customer class.

Proposed Rate Structure Refinements

The District's water rates are composed of two components, a monthly base charge that is assessed regardless of water use, and a tiered volume rate component with rates that vary based on the amount of water used each month. Wholesale customers do not pay a monthly base charge, and their volume rate is assessed on a uniform rate basis rather than a tiered approach.

The District currently assesses a monthly base charge that varies by meter size. Our analysis recommends a larger differential in rates (higher rates) for larger meter sizes compared to what is currently assessed by the District. Our recommendation is in recognition of the fact that larger meters have higher water flow capacities, are more expensive to maintain and repair, and customers with larger meters have the potential to place greater demand on the system. To minimize the impact to customers with larger meters, the change to the monthly base charge is proposed to be phased in through 2027.

Our analysis recommends maintaining the District's existing customer classes and tiered rate structure. The rates themselves, however, are recommended to be modified to reflect the cost of providing service to each customer class. As a result of the cost-of-service adjusted rates by customer class, not all customer classes will see the same percentage increase in their volumetric rates. The changes to the District's volumetric rates are proposed for 2024.

Plant Investment Fees

There are three generally accepted methodologies to calculate plant investment fees.

The **buy-in** methodology is used where infrastructure has been built in advance of new development and excess capacity is available for new development. Under this methodology, new development repays the community for previous investments via the plant investment fee.

The **incremental** methodology uses the District's capital improvement plan (CIP) to determine new developments share of planned projects. Projects that do not add capacity, such as routine

maintenance or replacement of existing facilities, are not included in the fees. Projects that add capacity are further evaluated as to the percentage of the project attributable to existing development versus new development. Only the incremental projects attributable to new development are included in the plant investment fees.

The third approach is a **hybrid** methodology. The hybrid approach is used in situations where there is available capacity in the existing system, but there are also future improvements that require additional upgrades or expansion. For example, a water treatment plant has available capacity to serve new development, but the plant needs to be upgraded to meet new treatment regulations.

The District's plant investment fees were updated using the hybrid methodology recognizing the investments that have already been made that new development will benefit from, while also recognizing additional infrastructure is required to serve new development. The maximum supportable PIFs that Willdan believes the District can assess are approximately 15% greater than the current fees. Similar to the proposed phase-in of the base charges, the maximum supportable PIFs are also proposed to be phased in. However, in the case of the PIFs, the phase-in is proposed to occur between June of 2023 and January of 2024.

Agenda Item Summary

Little Thompson Water District

Date: February 16, 2023

Item: 6.2 Census Evaluation

Staff: Amber Kauffman, Angela Diekhoff and Judy O'Malley

Subject: 6.2 Census Evaluation “Know your Customer”.

Staff Recommendation: For Information.

Discussion:

The data was provided by the Department of Local Affairs (DOLA) with our service area boundary and the towns of Milliken and Johnstown removed. That said, the data is not exact but close enough to provide perspective.

Population and Housing Units are available at the block level from the 2020 Census.

2020 Population - 20,450

- Hispanic - 1,744
- White Non-Hispanic - 17,507
- Black NH - 56
- American Indian - NH 67
- Asian NH - 214
- Pacific Islander NH - 5
- Other NH - 100
- Multi Race NH - 757
- 2020 Housing Units - 8,121

Other data is taken from block groups from the 2017-2021 American Community Survey.

- Under 18 - 22.6%
- Between 18 and 65 – 57.8%
- Over 65 - 19.6%
- Median Age – 46
- Male - 49.3%
- Female - 50.7%

District Median Household Income - \$104,249

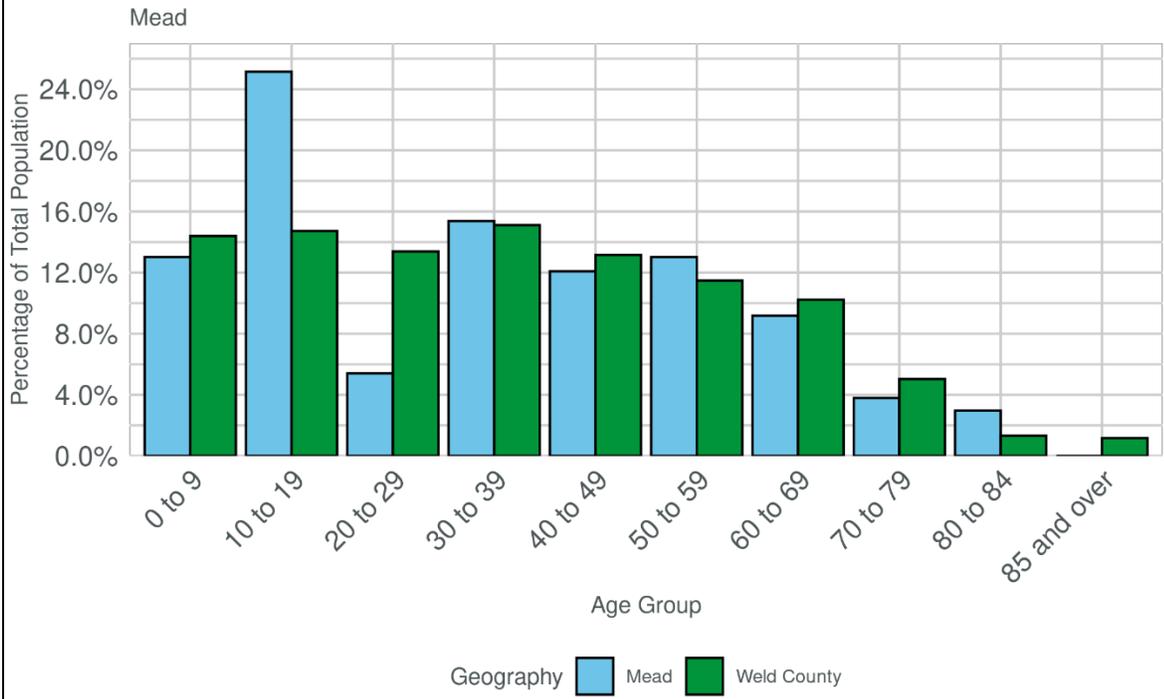
Weld County Median Household Income - \$80,843

Larimer County Median Household Income - \$80,664

Colorado Median Household Income - \$80,184

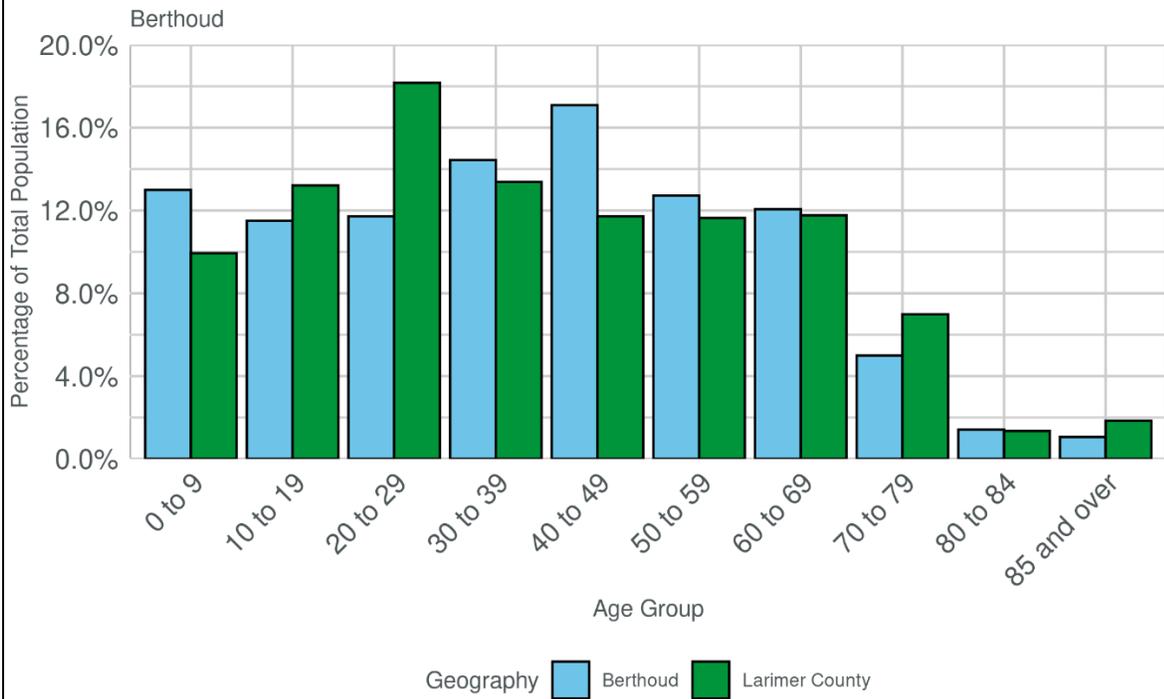
More detailed information can be attained for the communities as they compare against the county and state but the LTWD service area is not as simple because we are not a municipality and generally serve in and around the municipalities. For example, below are 2021 population charts by age for Mead and Berthoud followed by age forecasting for Weld and Larimer Counties for the years 2010, 2015, and 2025 and 2000-2010 net migration for the two counties. More information will be reviewed at the board meeting.

Population Distribution by Age for 2021

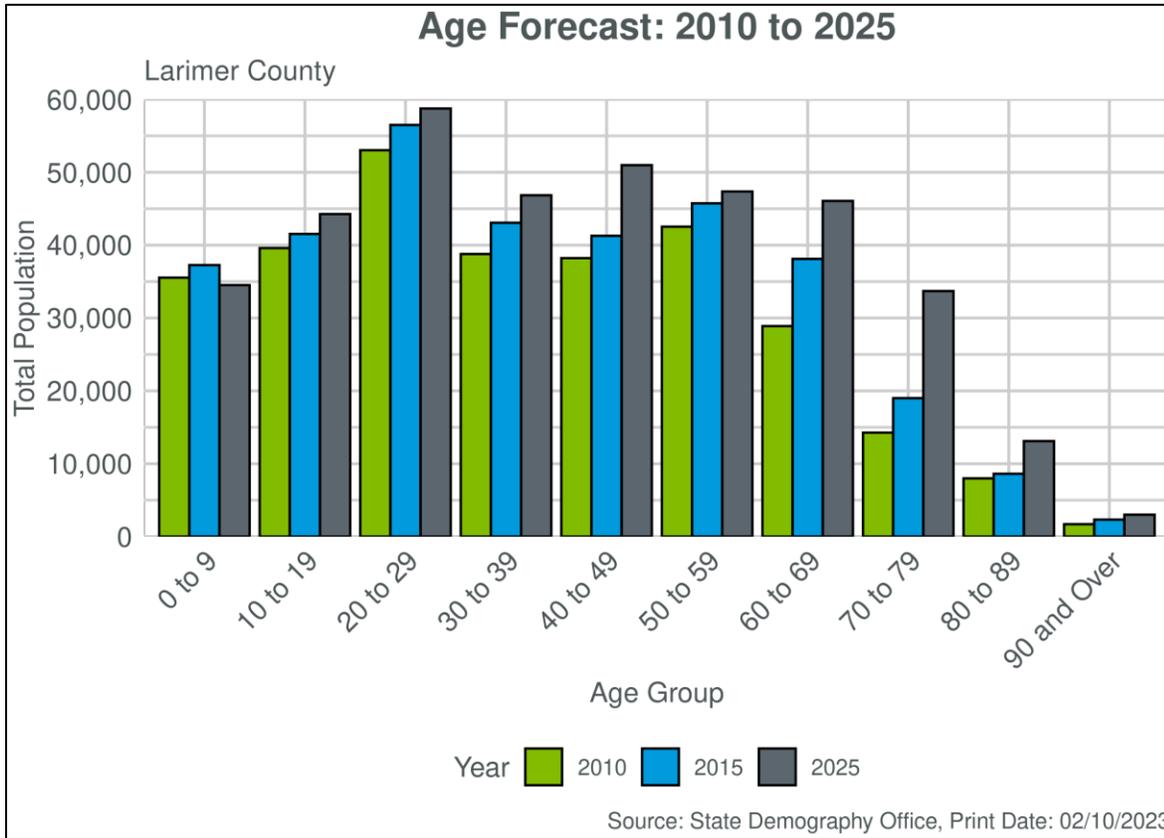
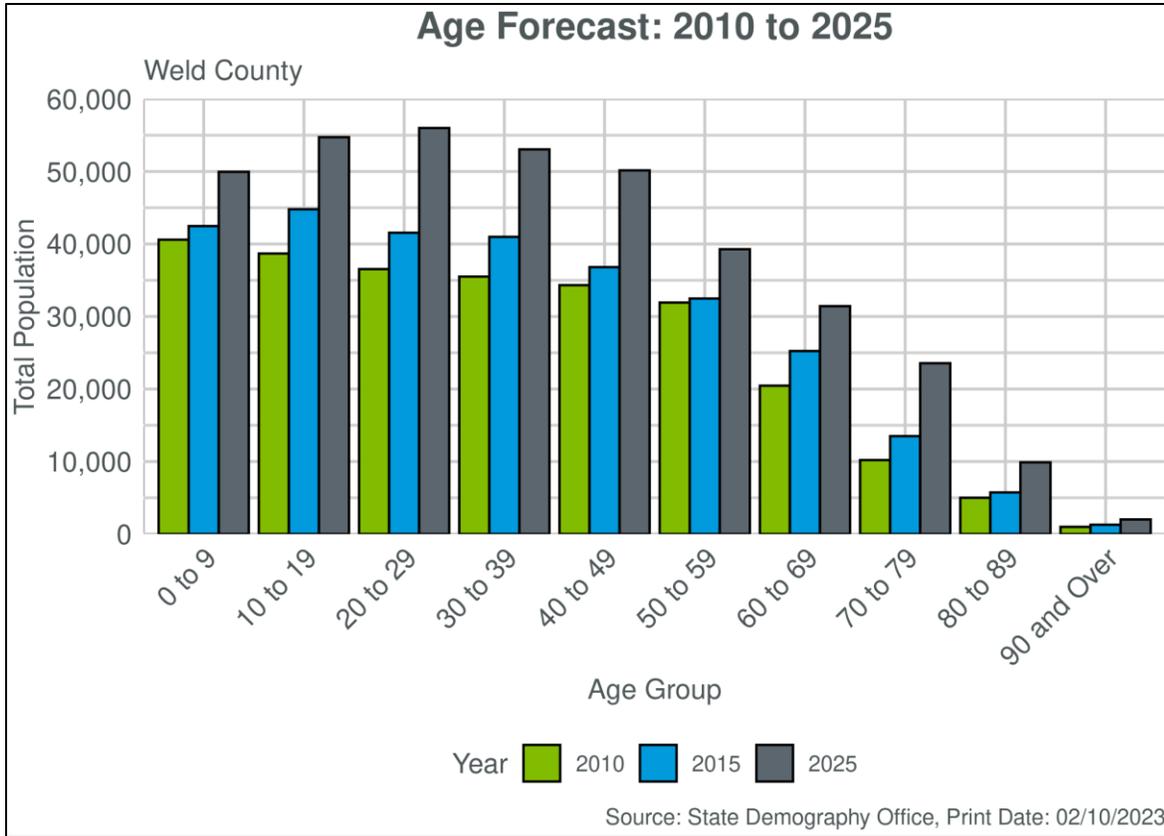


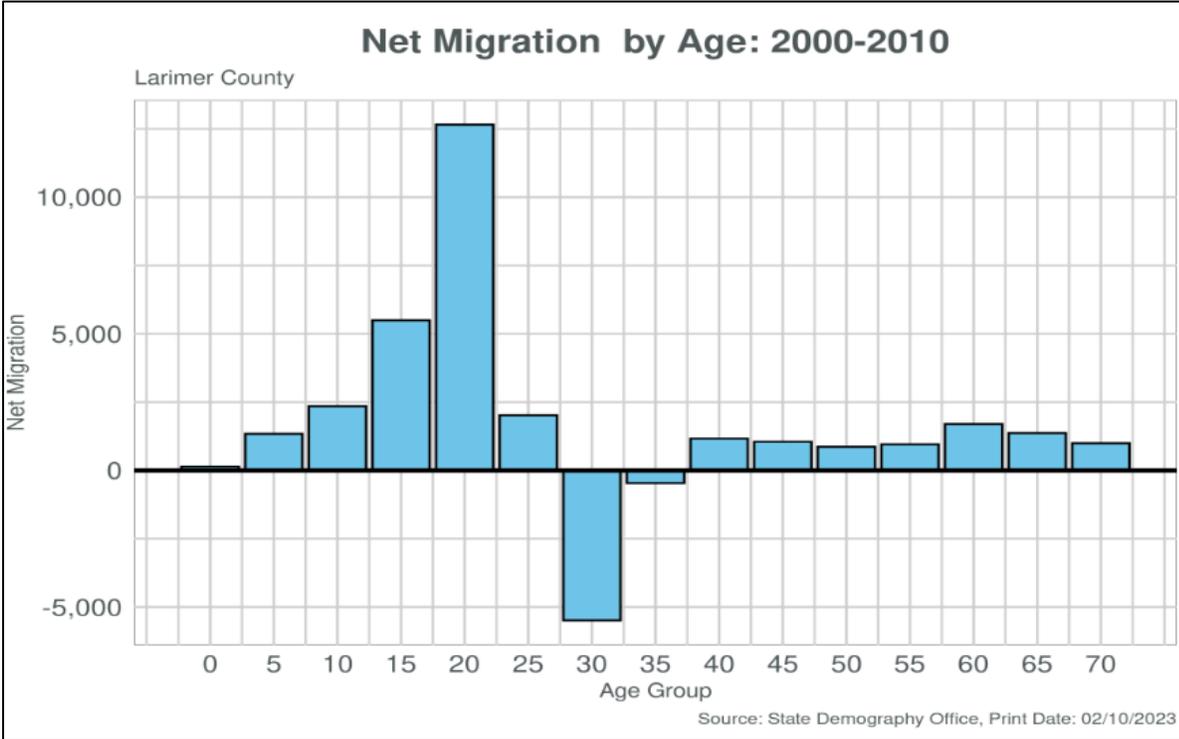
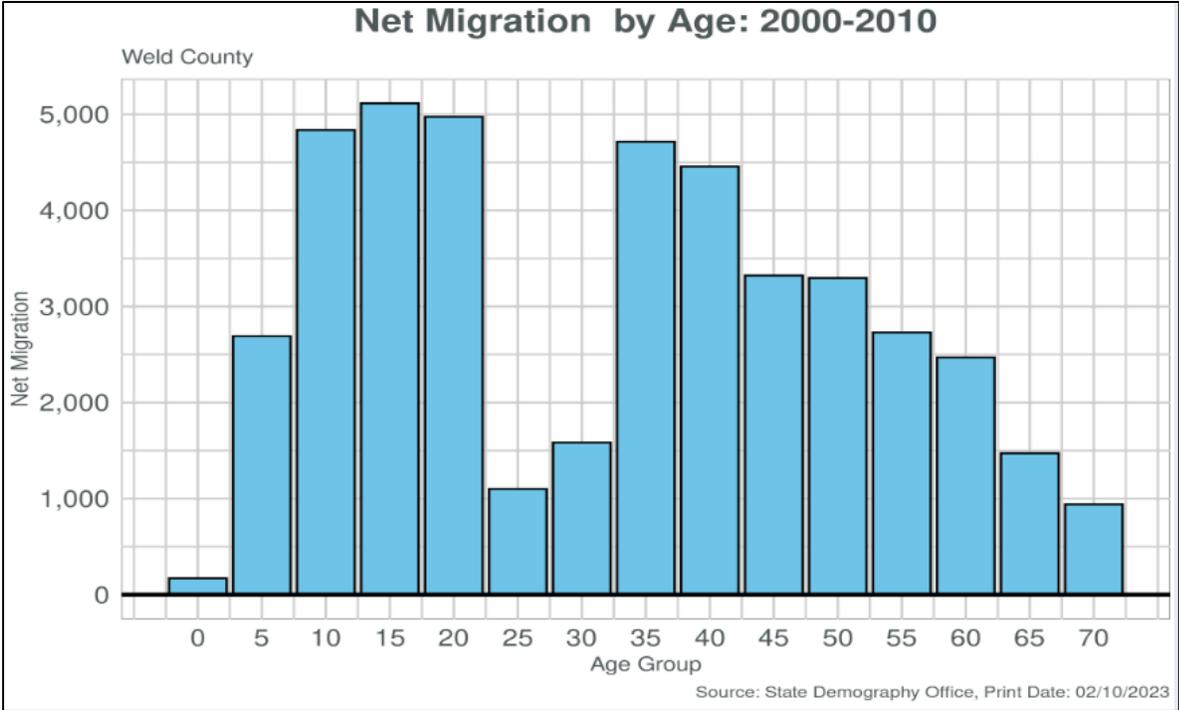
Source: U.S. Census Bureau, 2017-2021 American Community Survey, Print Date: 02/10/2023

Population Distribution by Age for 2021



Source: U.S. Census Bureau, 2017-2021 American Community Survey, Print Date: 02/10/2023





Agenda Item Summary

Little Thompson Water District

Date: February 16, 2023

Item: 6.3

Staff: Amber Kauffman, District Manager

Subject: Carter Lake Filter Plant (CLFP)

Staff Recommendation: Informational only

Projects:

- Old North Plant: NoCo Engineering is estimating that it would cost approximately \$650,000 to modify the existing basins in the old north plant to add contact time for treatment with chlorine dioxide. This treatment technology works in some cases but not all cases.
 - NoCo Engineering would like to test two different treatments on the water from Dry Creek Reservoir when there are high levels of taste and odor compounds. The testing would be small scale in the lab and would need to occur later in the year when the taste and odor compounds are at detectable levels.
 - If the tests go well, NoCo Engineering believes that they could get a contractor on board and complete construction in about six months after the decision to move ahead has been made. The process would be a design/build process. This means that overall completion of a potential project would likely be extended into early 2024.
- Pretreatment:
 - We are working on creating the DAF specification to send out for equipment procurement. (No change)
 - Created a rough draft of the one-line diagrams. (No change)
 - NoCo Engineering met with CLFP to discuss the layout of the proposed filters, discuss equipment selections and review flows.
 - NoCo Engineering provided a one-line diagram for the connection of the pretreatment system to the two plants.

Operations and Maintenance:

- Average daily demand for January was 9.3 Million Gallons per Day (MGD) up from 9.0 MGD in 2022.
- Paperwork has been submitted to Colorado Department of Public Health and Environment (CDPHE) for a different coagulant at the north plant that had better results during the pilot project.

- Started running Dry Creek pumps at 2 MGD on January 24. Little Thompson Water District (LTWD) and Central Weld County Water District (CWCWD) have not had any taste and odor complaints.
- The annual canal shutdown went well and quicker than expected.

Manager's Report

- Rick provided the board with job descriptions for an Office Manager and Admin Assistant as the plant needs additional staff to help back-up Lisa. In the interim, Roxanne at CWCWD is helping with payroll and things when necessary. The board authorized Rick to hire the additional staff person.
- Bryan has been promoted to Chief Operator to be the backup Operator in Responsible Charge (ORC) at the plant. That leaves a lead operator position open and three internal candidates qualified for that position. Rick will advertise the replacement position after the lead operator position is filled.
- The 2022 Audit field work is happening now and Rick expects the audit to be presented to the CLFP board at the March meeting.

Agenda Item Summary

Little Thompson Water District

Date: February 16, 2023

Item: 6.4

Staff: Amber Kauffman, District Manager

Subject: St. Vrain Water Authority (SVWA)

Staff Recommendation: Informational only

Discussion:

The SVWA meeting for January 9 was cancelled. Below is a summary of topics to be discussed at the February 13 meeting from the agenda.

Action Items

1. Election of Officers.
2. Adoption of Resolution 2023-01 Designating Location for Posting Open Meeting Law Notices.
3. Payment of Bills.
4. Acceptance of Financials.
5. Approve Notice of Quorum Events and Authorize Posting.
6. Adoption of Resolution 2023-02 Designating Official Custodian of Records and Adopting Colorado Open Records Act (CORA) Resolution.
7. Approval of CorKat Work Order 2022-04 Amendment.
8. Approval of Corkat Work Order 2023-01.
9. Adoption of Resolution 2023-03 approving phone services contract with Sanctified Communications.

Discussion Items

1. Discussion regarding website hosting technical assistance.
2. Discussion regarding Information Technology (IT) services back-up retention policy, requirements, and options.

Reports

1. SVWA 2022 Audit Request for Proposal (RFP).
2. Ramey Environmental – Plant Operations.
3. Water Treatment Plant Construction Update.
4. Deep Injection Well Update.
5. Update on Administrative Services RFPs.
6. Status of insurance through the Pool and Special District Association (SDA) membership.

Agenda Item Summary

Little Thompson Water District

Date: February 16, 2023

Item: 6.5

Staff: Amber Kauffman, District Manager

Subject: Windy Gap Firing Project (WGFP)

Staff Recommendation: Informational only

Discussion:

Windy Gap Assessment Subcommittee

Amanda and I attended the Assessment Subcommittee meeting on January 31. We reviewed the allottees' water orders/deliveries for Windy Gap from 2017 to 2022. Deliveries varied from 12,739 acre-foot (ac-ft) to 26,789 ac-ft; however, orders significantly deviated from the deliveries based on each entity's preference for ordering water and the financial impact is significant for Northern. The meeting resulted in the need for better allottee planning and a need for operations of the system to be understood prior to finalizing any financial planning.

Windy Gap Deliveries

It is anticipated that Granby will spill, thereby reducing the ability of the project to pump Windy Gap water to the allottees. However, water deliveries and/or operations of the tunnel may be able to help alleviate some impacts but not all impacts.

Colorado River Connectivity Channel (CRCC) Northern staff and the contractor are working on change orders related to the delay in construction start as well as a maintenance agreement, monitoring plan and operations plans.

Chimney Hollow

Work in January was slow due to the weather. No Occupational Safety and Health Administration (OSHA) recordable incidents occurred in December or January.



The contractor provided a quote for work related to the landslide that occurred last month for approximately \$2.3 million (M). Work is proceeding to avoid schedule delays and Northern will work with Barnard on a change order. The mitigation work is expected to take two months.



The contractor provided a claim for Grout Curtain Delays for \$1.7M and 23 compensable days due to the recommendation by the Engineer to extend the grout curtain deeper into the bedrock. Northern rejected the claim and told the contractor to resubmit with additional information. The larger concern is that the grouting program is not making production goals and may cause delays in the project.

The Carter Lake Pressure Conduit was scheduled to be shut down for additional work starting February 21; however, this outage is likely to mean 28,000 ac-ft would spill from Granby and Carter Lake would have

an ability to store 30,000 ac-ft of water. Delaying the work will cause an increase in cost for the project near \$100,000 but scheduling the outage to September in conjunction with the annual inspection of the conduit appears to allow only 3,000 ac-ft to spill from Granby. Therefore, the schedule is being adjusted to ensure more deliveries to the east slope.

The Zone 4 swell factors claim notice is for up to \$23M and 124 compensable days. The claim is causing a need to evaluate testing programs to confirm the assumptions prior to negotiating the claim. Northern is using two methods to resolve the issue but it is slow going and weather dependent.

WGFP Mitigation Enhancements - (No change) Northern is hoping to have a feasibility level cost estimate for improvements to include nitrogen removal at the Frasier wastewater plant, a relocated discharge for the Granby wastewater plant, and reducing nutrient rich runoff from the C Lazy U Ranch. We hope to have the cost estimates for these three projects in the first quarter of 2023.

WGFP Enhancement Donor Fund Advisory Committee - The Advisory Committee received proposals from 6 groups. The Committee reviewed the proposals and are recommending the following preliminary 2022 awards. The awards will be finalized through contracts and more awards will be issued in future years, some of which may be extensions of the awards granted this year.

Organization	Request	Total Project Cost	Award	Purpose	Notes
Grand Lake Foundation	\$737,000	\$787,000	\$37,000	River Restoration Project	Funded design only
Kawuneeche Valley Ecosystem Restoration Collaborative	\$660,000	\$1,508,500	\$660,000	Watershed Restoration Project	Funded 1 st Year
Three Lakes Water and San District	\$5,800,000	\$19,000,000	\$250,000	Septic to Sewer Conversion	2023 Funding for ground truthing study
Town of Fraser	\$75,000	\$75,000	\$75,000	Fraser Riverbank Stabilization	Need CPW Approval
Town of Grand Lake	\$80,000	\$3,000,000	\$80,000	Stormwater Improvement	Funded Stormwater Management Plan
Town of Winter Park	\$141,984	\$399,486	\$0	Repair along Vasquez Creek Trail	Does not meet criteria
Total Amount	\$7,493,984	\$24,769,986	\$1,102,000		

Agenda Item Summary

Little Thompson Water District

Date: February 16, 2023

Item: 7.1

Staff: Amber Kauffman, District Manager

Subject: District Manager's Report.

Regional Water Strat-Op Update

I attended the Regional Water Strat-Op meeting Tuesday, January 31 as the group continues the discussion of partnership and opportunities along the northern Front Range. Some good conversation was had in regard to the guidance/roles of the group and the resulting path forward. This conversation should help guide the path as the group moves ahead to talk about common communication, regional lobbying/political pressure, creating resilient operating opportunities, and generally creating good communication opportunities between the organizations. The next meeting is to be held March 8 in Windsor.

Chimney Hollow Reservoir Project Public Affairs Workshop

I attended a half day workshop hosted by Northern Colorado Water Conservancy District (Northern) on February 7 to create a consistent message from all participants in the firming project.

Staffing

We have posted the positions of Water Resources Technician and Business Project Manager (my assistant) and had great interviews. I have made an offer to a candidate, and she has accepted. She plans to start on February 27. We are currently advertising the positions of Global Information Systems (GIS) Specialist and Engineering Business Support Level II.

Colorado Water Congress

Amanda and I attended the Colorado Water Congress Annual Meeting in Aurora January 25-27. Also in attendance was Director Szmyd. Presentations were given by Governor Polis, Senator Bennett, Northern's Director Jennifer Gimbel, Colorado Water Conservation Board's Becky Mitchell, and many others. The general theme of the three-day conference was centered around the Colorado River issues, water conservation, population growth, the battle between agricultural water use and municipal water use, funding mechanisms and opportunities, and the Colorado Water Plan update that was adopted the day before the Annual Meeting started.

Dry Creek Reservoir Management Study

Rick, Stan and I met virtually with Stantec on January 24 to review the information they had compiled and progress they had made. Two recommendations came out of the meeting:

1. Blend Dry Creek water with Carter Lake water to help mitigate the Sulfate and Hardness issues.
2. More sampling is needed to analyze nutrients in the water that contribute to algal growth. This should be done every other week.

Rick and I meet virtually with Stantec on February 7 to review additional progress. Stantec projected water quality based on evaporation only and compared that to water samples from Dry Creek (albeit infrequent testing) and concluded that there is some dissolution of constituents in the soils that are likely causing the increased levels of sulfate and hardness. Gypsum is the likely culprit but additional sampling is required to

confirm and to know if additional treatment will be required. It appears that usage of water from Dry Creek will alleviate the issue with sulfate and hardness.

The taste and odor causing constituents (algae) are not specifically tested for in any of our prior testing. Stantec recommends testing for additional constituents monthly for a year to see how the water column is changing and if there are any excess nutrients causing the algal growth. In particular phosphorus can come out of the soils in specific conditions and contribute to the algal growth. Stantec will have a technical memorandum to the team by the end of the month for review. The memorandum will specify the recommended testing schedule and potential solutions for the taste and odor issues with some pros and cons to the solutions. I am hoping to have the memo finalized before the next board meeting.

Agreements

We are waiting on feedback from Aurora Organic Dairy on the proposed waterline agreement. We have comments back on the water dedication agreement but prefer to review them with the board at the same time.

Matt LeCerf, Town Manager for Johnstown, and I have started meetings tied to our Intergovernmental Agreement (IGA). Our current IGA expires March 31, 2023. Some of the topics include addressing opportunity for service area boundaries, potential interconnects, and resolving a prior court order.

Other

Please mark your calendars for the Spring Water Users meeting has been scheduled for April 10, 2023, at the Embassy Suites in Loveland. I will be unable to attend but hope you are able to!

Agenda Item Summary

Little Thompson Water District

Date: February 16, 2023

Item: 7.2 Business Manager's Report

Staff: Angela Diekhoff-Business Manager

Subject: February Board Meeting, Business Manager Report.

Staff Recommendation: For Information.

Discussion:

Office Update:

We budgeted \$21,000 this year for office upgrades; after an incident with a very angry customer at the front counter we concluded that it is important to put in place some safety measures. We had a contractor come out and give us a bid on a remodel of the front lobby that would give the entire office a little more protection from walk-ins. This remodel will be above our budgeted amount, we received an estimate of approximately \$35,500. The contractor can start in the next couple of weeks.

Customer Appreciation:

Our field crew has been working long late hours on leaks the last few weeks and thought I would share a few customer appreciations that we received:

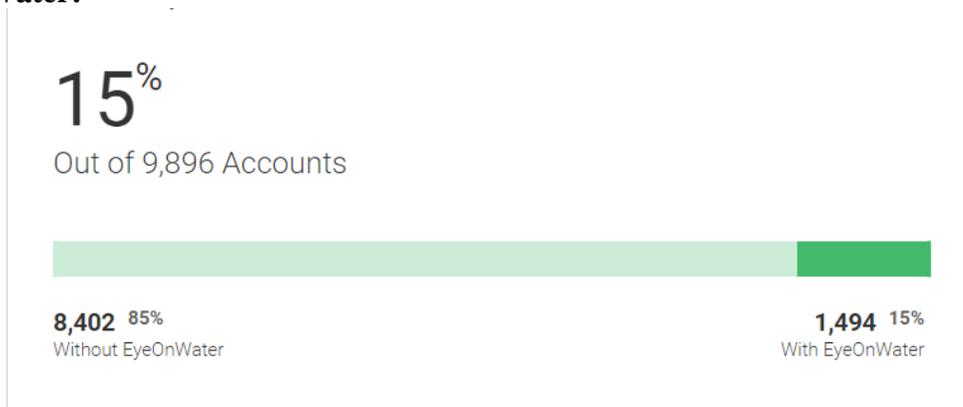
2/1/2023

Ingle Refvem (Grassland Subdivision) called and wanted to make sure that the community's appreciation for the work done by our crew last night was shared. They are all very grateful and were impressed with the quick response and the focus and dedication of the team!

1/26/2023

Bill Conrad called yesterday to report a leak and reached back out this morning to thank our crew for responding so quickly and doing such a great job! He was very impressed!

Eye on Water:



Agenda Item Summary

Little Thompson Water District

Date: February 16, 2023

Item: 7.3 District Engineer's Report

Staff: Brad Eaton, P.E. - District Engineer

Subject: February Board Meeting, Engineering Report.

Staff Recommendation: For Information.

Discussion:

COMMITMENT TO SERVE REQUESTS: 1 new tap request for January, bringing the 2023 total to 1. (2022 TOTAL: 5,011).

2023 CAPITAL PROJECTS *FUNDED BY BOND PROCEEDS	PROJECT STATUS	BUDGETS TOTAL / 2023 / SPENT TO DATE
*NORTHEAST TRANSMISSION LINE (#70-137-00000)	Easement offers begin the week of 2/13. Design refinements continue.	\$5,400,000/\$1,300,000/\$283,517
*TWIN MOUNDS 5MG TANK REHAB (#70-138-00000)	Current focus is blasting / priming of the exterior along with the interior floor, as temperatures permit. Final epoxy coating to follow.	\$1,650,000/\$825,000/\$1,899,548
*LOVELAND / CAMPION CONVERSION PROJECT #1 (#70-139-00000)	95 percent design drawings are in progress. Project costs are currently estimated at 3.1 million. Design to be complete in early 2023 with construction beginning in spring of 2023 and complete in 2024.	\$3,128,000/\$1,515,311/\$172,902
COUNTY ROAD IMPROVEMENTS (#70-100-00000)	Ongoing annual budget item driven by County Road improvement projects.	\$200,000 / \$200,000 / \$0
SCADA IMPROVEMENTS (#70-103-00000)	2023 SCADA ongoing capital improvement program. Equipment inventory and needs assessment in progress.	\$200,000 / \$200,000 / \$0
SMALL LINE IMPROVEMENTS (#70-121-00000)	Ongoing annual budget item to replace various small waterlines.	\$75,000 / \$75,000 / \$0
54 BRIDGE WATERLINE RELOCATION (#70-142-00000) (PASS THROUGH #1128)	Relocate approx. 1,250 ft. of 12-inch waterline to accommodate WCR 54 bridge widening at the Big Thompson River. Project costs will be reimbursed by Weld County.	\$732,000 / \$732,000 / \$12,320
DRY CREEK FLOATING PHOTOVOLTAIC FEASIBILITY STUDY (#70-143-00000)	Evaluate feasibility of installing photovoltaic panels on Dry Creek Res. for hydrogen production or electric production.	\$35,000 / \$35,000 / \$0
WATER SYSTEM MASTER PLAN UPDATE (#53-400-00000)	The project is underway but delayed due to staff workload gathering additional data for the consultant. Additional data gathering is in progress.	\$150,000 / \$75,000 / \$2,154
RAW WATER INFRASTRUCTURE (#73-105-00000)	Engineering study & easement acquisition to capture & convey native waters for treatment. Conceptual pipeline alignment in progress. Easement discussions to begin spring of 2023.	TBD / \$400,000 / \$7,586

2023 CAPITAL PROJECTS		BUDGETS
*FUNDED BY BOND PROCEEDS	PROJECT STATUS	TOTAL / 2023 / SPENT TO DATE
3RD & WELKER – MEAD (#70-147-00000)	Design in progress. Construction start expected fall of 2023.	\$1,320,000/\$1,320,000/\$60,000
LCR 8 & 21 WATERLINE MODS. (#70-148-00000)	Design in progress. Construction start expected spring of 2023.	\$300,000/\$300,000/\$15,000
BUCKHORN TANK MIXING SYSTEM STUDY (#70-146-00000)	Develop project scope and solicit proposals summer of 2023.	\$40,000/\$40,000/\$0
TWIN MOUNDS PASSIVE MIXING SYSTEM (#70-145-00000)	Develop design and solicit bids fall of 2023. Construction winter of 2023.	\$227,000/\$227,000/\$0
BOTTERILL/LTWD SYSTEM MODS. (#70-149-00000)	Design and bids complete, waiting for railroad permit.	\$100,000/\$100,000/\$5,000

New Development Projects: No New Development Projects for January

Active Development Name	Lots / type of development	Status
St. Acacius (aka Lakeside Canyon)	222 Residential	Final Acceptance for Phase 1A & 1B Issued. Final acceptance of the 16-inch in WCR 28 has been issued.
The Highlands	225 Residential	Filing 2 is substantially complete and final acceptance is pending.
Range View Estates	75 Residential	Both offsite and onsite utilities are complete and final acceptance is pending. Non-potable irrigation system in review.
Barefoot Filing 4 Replat	28 Residential	Final acceptance pending.
Home Depot Distribution Center	Industrial/Commercial – Phase 1 of Postle Properties noted above	Initial acceptance complete, with final acceptance pending.
Horizon Hills Offsite	Offsite 16" waterline	Substantially complete with final acceptance pending.
Horizon Hills	269 Residential (modular)	Under construction
Red Barn	457 Residential	Under construction. Developer is proposing alternative phasing.
Postle Properties	7 Industrial/Commercial (301 acres)	Phase 1 under construction.
Gopher Gulch RV Park	145 RV spaces	Under construction.
Elevation 25 (Formerly Mann Farms)	7 Commercial	Phase 1 in acceptance testing.
Root Shoot Malting – Facility Expansion	Commercial	Under construction
Barefoot Offsite Ronald Reagan Phase 3	Offsite for Residential	Under construction.
Hawks Ridge Subdivision	120 Residential plus commercial	Design approved.
Mead Place	313 Residential, Multifamily & Commercial	Design approved.
Barefoot Filing 6	193 Residential	Design approved, under construction
Waterfront	1,800 Residential plus Commercial	In final design.
Raterink Lot 2	1 Commercial	No current activity.
Grand Meadow (aka Douthit)	400 Residential	In design.
Meadow Ridge	958 SFE - Residential & Commercial	In design. Non-potable system water supply plan, initial review complete.
Mead Village	96 Residential	Project from 2016 becoming active.
Turion - Revised	3,660 Residential plus commercial - total buildout.	1060 taps to be served by LTWD via Berthoud master meter, 2600 lots (aka Turion south) annexed into Mead served by LTWD direct and beginning entitlement process with Mead.

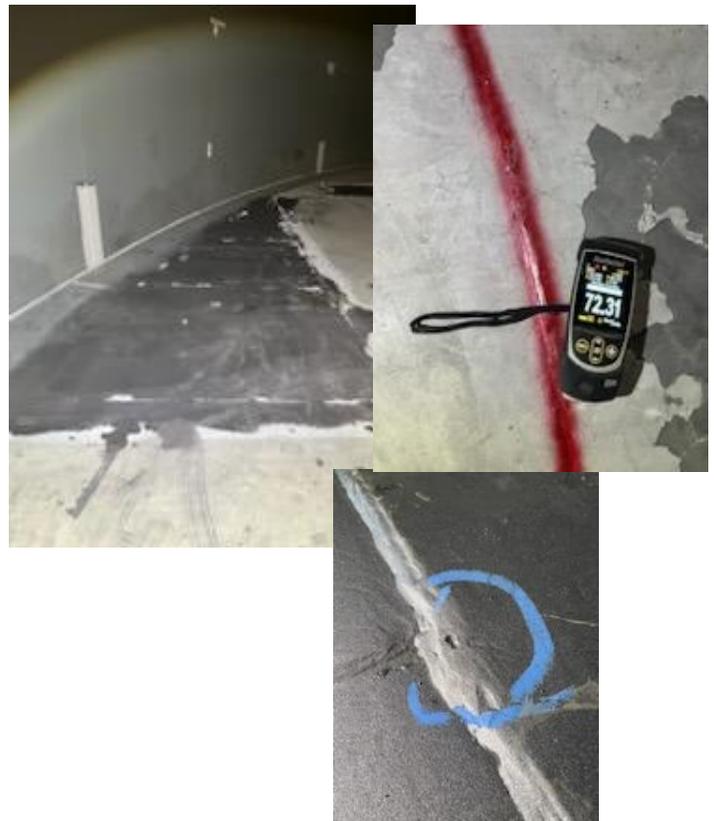
Active Development Name	Lots / type of development	Status
Schulz Property	Single Industrial Lot	Beginning entitlement process with Mead. Commitment letter issued.
Welker Farms	Originally 150 lot residential	Replat to Multi-Family being proposed to the Town of Mead.
Westridge PUD	1,000 Residential, Multifamily & Commercial	Beginning entitlement process. No current movement.
GCI Flex (Mead)	4 Lot Industrial	Beginning entitlement process. No current movement.
Buffalo Highlands	1269 Lot Residential Plus Commercial	Commitment letter issued. Beginning entitlement process with Mead.

OTHER ENGINEERING ACTIVITIES

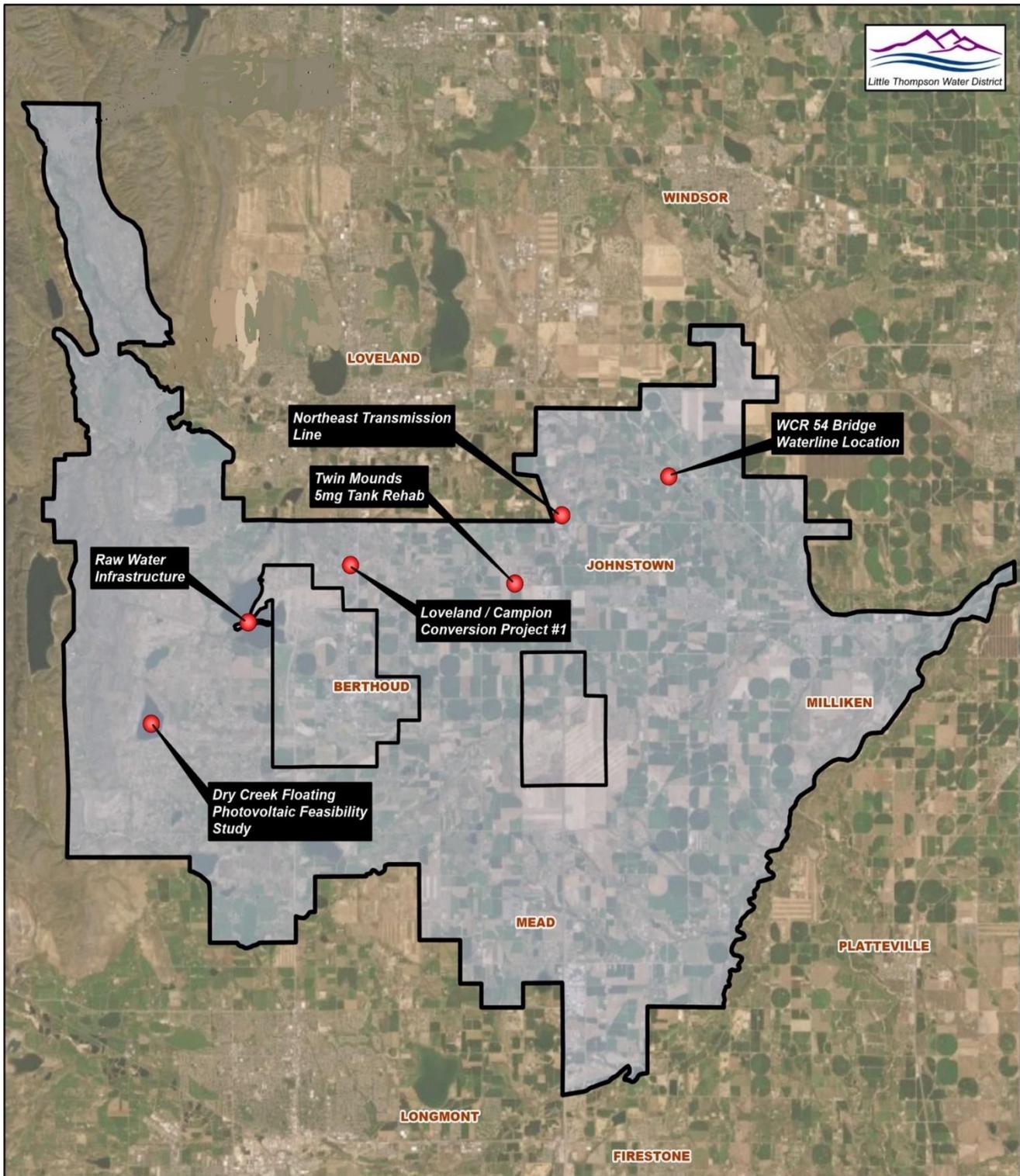
1. Development construction and inspections are now more active after the holidays and improving weather.
2. Development review along with revisions to plans by developers remains active.
3. West I-25 Transmission Line Construction Manager at Risk (CMaR) proposals received and in review. Final easement negotiations continue with approximately 85 percent complete. Condemnation proceedings are in progress for Lot 1 of Singletree Estates. Final negotiations are in progress for the remaining properties.
4. Larimer County Road (LCR) 8 and 21 intersection infrastructure modifications design continues.
5. 3rd and Welker Waterline Replacement design continues.
6. Engagement in various Colorado Department of Transportation (CDOT) activities near LTWD infrastructure along Interstate-25 (I-25) continues.

TWIN MOUNDS 5MG TANK REHABILITATION PROGRESS UPDATE

Due to temperatures consistently below the application threshold for the final epoxy coat, the contractor has shifted focus to blasting/priming of the exterior and the interior floor. The original floor epoxy coat was found to significantly exceed appropriate thickness by as much as 4 to 5 times. In addition, heavy mill scale has been found below the epoxy. Both issues have delayed progress requiring more manhours and blasting material that will result in additional budget overruns. Electromagnetic inspection and testing of the exposed floor steel has fortunately revealed no significant soil side corrosion. Only minor floor repairs are required.



2023 LTWD Capital Improvement Project Locations



Additional District Wide CIPs:

1. Water System Master Plan Update
2. Small Line Improvements
3. County Road Improvements
4. SCADA / Telemetry Improvements

Agenda Item Summary

Little Thompson Water District

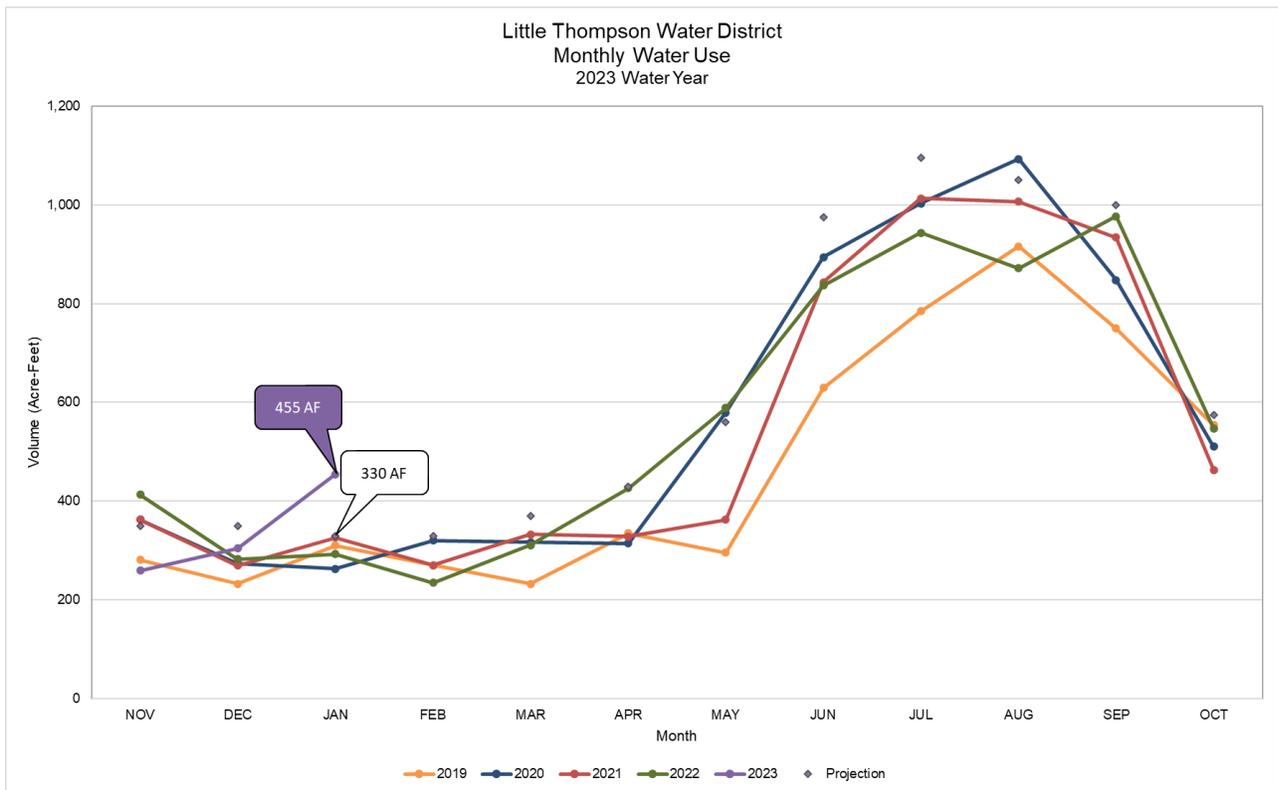
Date: February 16, 2022

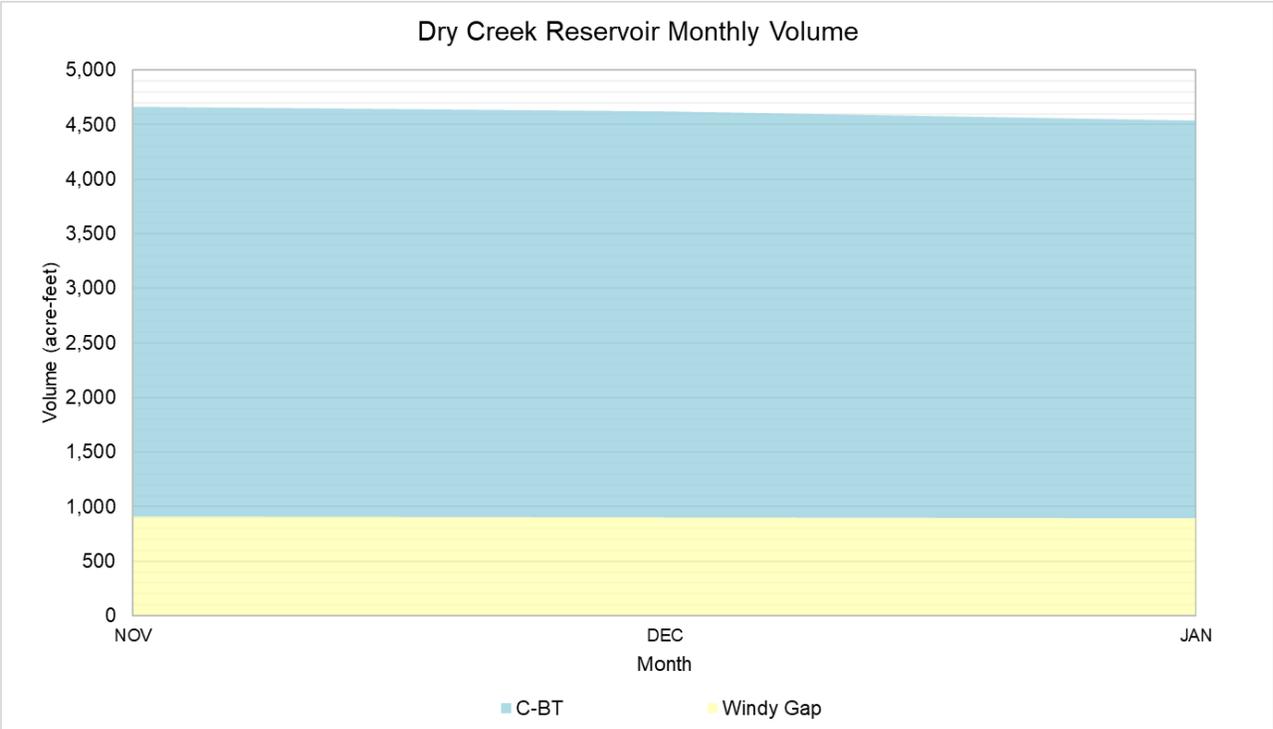
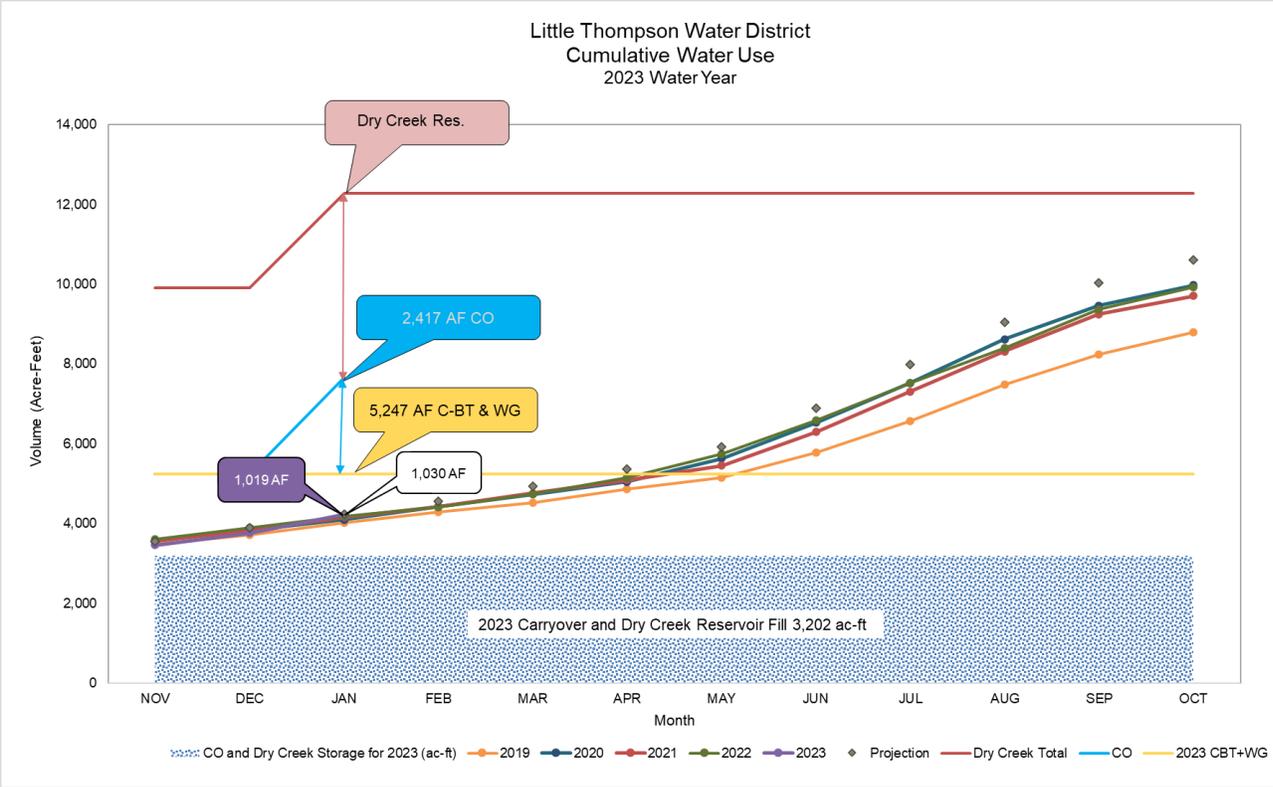
Item: 7.4 Water Resources Manager's Report

Staff: Nancy Koch, Water Resources Manager

Subject: January Water Use

Staff Recommendation: Information Only

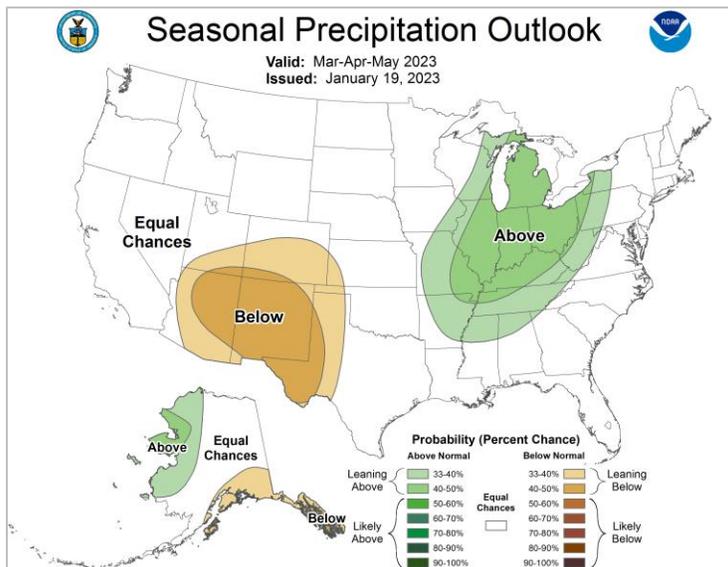
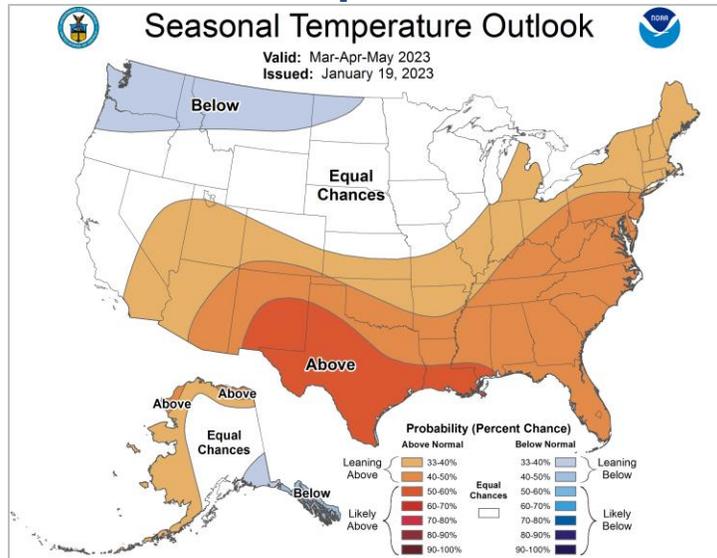




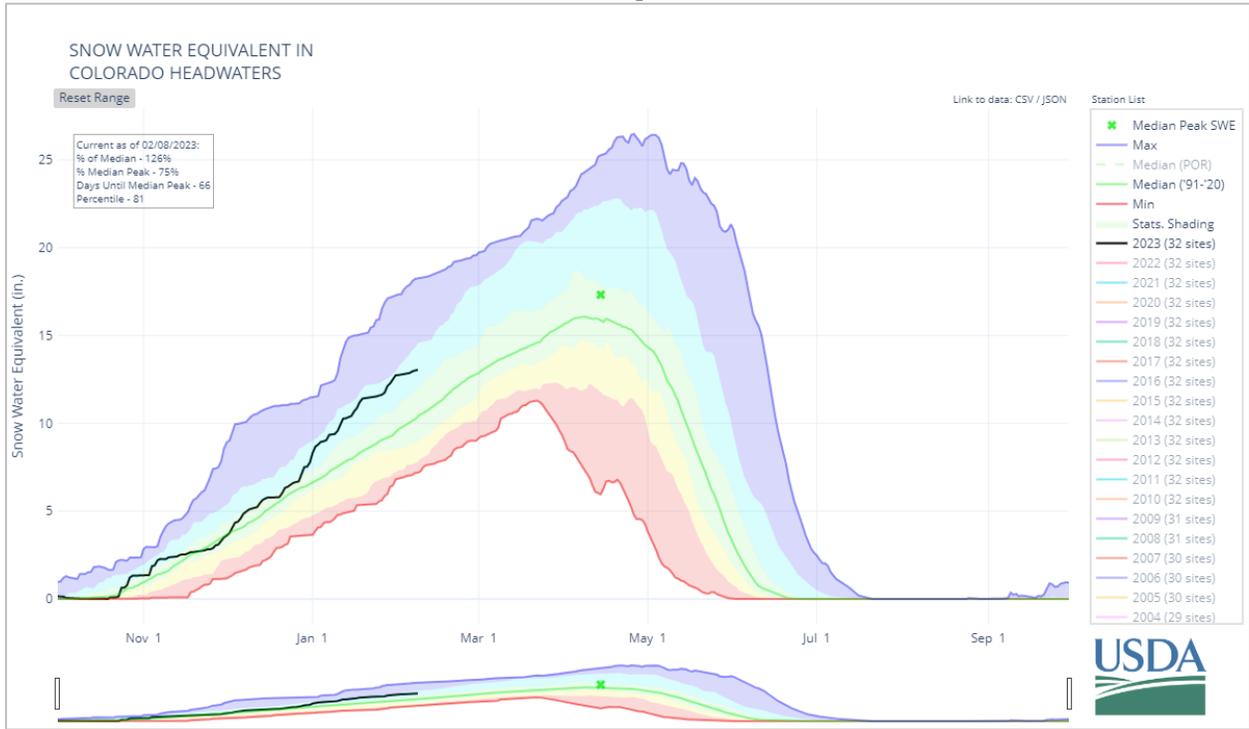
Water Court Progress

Consolidated Home Supply	Handy
January 2023 Discussions with Objectors, State	January 12, 2023 Handy Signs Milestone Agreement
February 3, 2023 Opposers 3 rd Round Comments Due	
February 10, 2023 Follow-up Status Conference	

Seasonal Outlook: Temperature and Precipitation



Snowpack



Agenda Item Summary

Little Thompson Water District

Date: February 3, 2023

Item: 7.5

Staff: Ken Lambrecht, Operations Manager

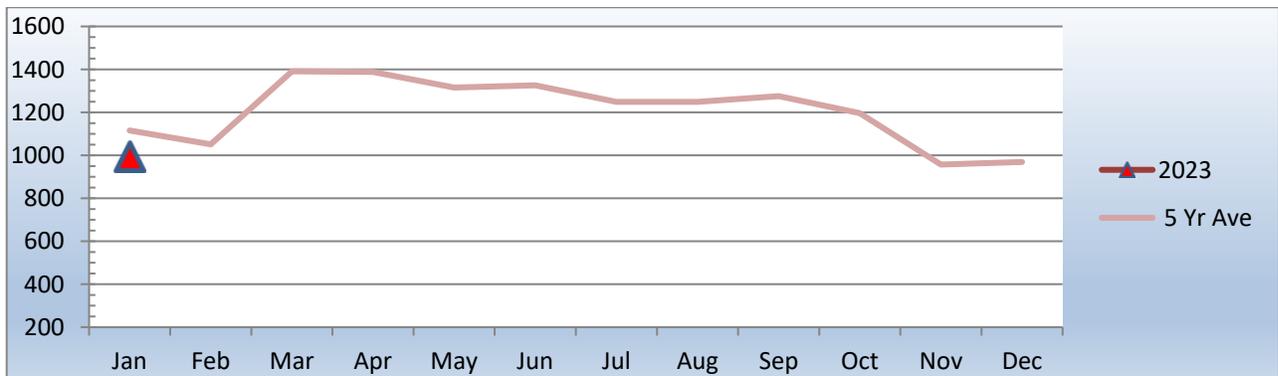
Subject: Operations and Water Quality Report
Staff Recommendation: For Informational Purposes

Discussion: Information for the Board of Directors

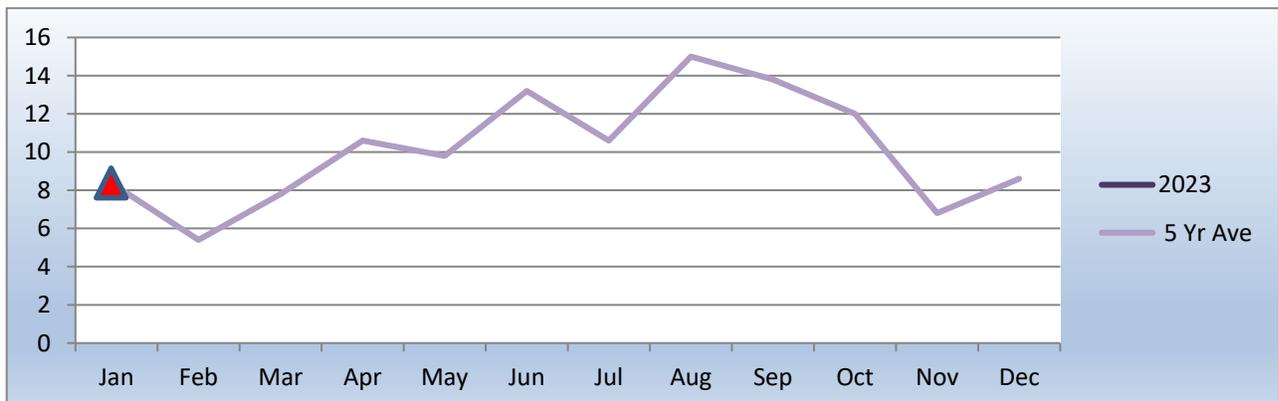
Locate Requests:

Locate requests appear to be lower due to switching to new software mid-month.

Colorado 811 announced that they will no longer support WebTMS (ticket management software) by the end of 2023. To be proactive, we switched mid-month to Locator Logix. Locator Logix is another ticket management software developed by the same company that created WebTMS. Still learning a few things, but the crossover seems to be seamless.



Leak Repairs:



Monthly Water Quality Report:

Monthly Water Quality Samples:

Monthly Total Coliform samples were within acceptable parameters.

Customer Taste & Odor Work Orders:

Created Date	Service Order Number	Service Address	City	Description
01/20/2023	20859	PANORAMIC DR	LOVELAND	Taste & Odor

TASTE AND ODOR - water throughout property (outdoors and indoors) tastes and smells strongly of bleach. has been noticing for a couple of months
01/24/2023 11:11 AM - flushed, chlorine 0.7, pH 7.7

Project Updates and Notes:

Telemetry Upgrades:

The inventory has been completed. Herbert is preparing the radio propagation study and recommendations report. (No progress since the last meeting.)

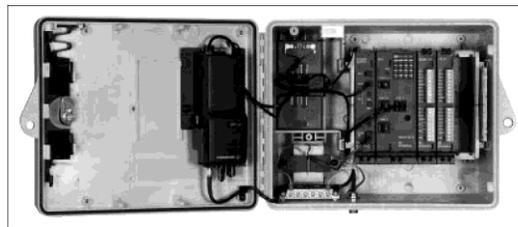
We received an email from Timber Line Electric & Control (one of our Telemetry and SCADA vendors) stating that:

“As of 2023 Timber Line will no longer service Moscad or Moscad-L’s, in any way.”

Replacing this obsolete equipment is part of the Telemetry Upgrades Project. We are comparing options with different vendors to come up with the best solution to “Future Proof” our telemetry and SCADA (Supervisory Control And Data Acquisition) system.



MOSCAD



MOSCAD L

Valve Exercising:

5298 valves have been exercised out of a total of 6,335.

